

**(Planning & Coordination Department)**

**Our Ref: P&C/15/Feb 2018**

**23 March 2018**

**Subject: Minutes of ROs/BOs meeting (through video conferencing) held on 22 February 2018 at DG-BIS Chamber**

Please find enclosed Minutes of ROs/BOs meeting (through video conferencing) held on 22 February 2018 at DG-BIS Chamber, duly approved by Competent Authority for necessary action at your end.

Head (P&C)

योजना एवं समन्वय विभाग

हमारा संदर्भ: पीएंडसी/15/फरवरी-2018

23 मार्च 2018

विषय : 22फरवरी 2018 को महा निदेशक बी आइ एस चैम्बर मे आयोजित आरओ/बीओ बैठक  
(वीडियो कॉन्फ्रेंसिंग द्वारा) का कार्यवृत्त

22फरवरी 2018 को महानिदेशक बी आइ एस के चैम्बर मे आयोजित आरओ/बीओ बैठक का सक्षम प्राधिकारी द्वारा विधिवत अनुमोदित कार्यवृत्त आवश्यक कार्यवाही हेतु संलग्न है।

प्रमुख (पी एंड सी)



**BUREAU OF INDIAN STANDARDS**  
**(Planning & Coordination Department)**

**MINUTES**

Name of meeting	Date	Date	Time	Venue
ROs-BOs Meeting (Through video conferencing)	Thursday	22 Feb 2018	1000 h to 1730 h	DG-BIS's Chamber, Manak Bhavan, BIS HQrs, New Delhi

## 0. WELCOME & OPENING REMARKS

0.1 In the opening remarks, DG advised that for the next ROs/BOs meeting, only ROs will be reviewed, BOs should submit the information to their respective ROs for their performance assessment.

## 1. PRODUCT CERTIFICATION ACTIVITY

### 1.1 Review of BOs' achievement against Work Plan:

1.1.1 The performance of BOs up to 31 Jan 2018 against targets defined in Work Plan submitted by BOs in ROs/BOs meeting held on 11-12 Dec 2017 was reviewed by DG-BIS in the presence of ADG, DDG (PP&C), DDG (Certification), DDG (MSCD), and DDG (CAD) and the performance was discussed with the respective DDGRs and Head BOs.

During the review, DG requested the DDGRs concerned to share their views regarding the performance of the BOs in their region. The following was discussed.

S.No	Point of Discussion	Action required from
i.	<b>Western Region</b> It was observed that the performance of all BOs was still below targets ( <b>Annex 1</b> ). DG expressed concern at the same. DG also noted that PNBO and RJBO's performance continues to be below par and enquired from DDGW whether he had visited all the BOs as advised previously. DDGW informed that he had visited only RJBO and was planning to visit PNBO soon.  DDGW was advised to complete his visits to the BOs on priority and	<b>DDGW</b>

S.No	Point of Discussion	Action required from
	ensure that the BOs improve their performance and make up ground by end of Feb 2018.	
ii.	<p><b>Eastern Region</b></p> <p>It was observed that although there has been some improvement, the performance of all BOs was still below targets (<b>Annex 2</b>). DG expressed concern at the same. DDGE was advised to ensure that the BOs improve their performance and make up ground by end of Feb 2018.</p>	<b>DDGE</b>
iii.	<p><b>Northern Region:</b></p> <p>It was observed that although CHBO-1 and CHBO-2 have come quite close to achieving of all targets. However it was also observed that other BOs have not been able to match that performance (<b>Annex 3</b>). DDGN was advised to ensure that the BOs improve their performance and make up ground by end of Feb 2018.</p>	<b>DDGN</b>
iv.	<p><b>Southern Region</b></p> <p>It was observed that while CNBO-1, CNBO-2 and CBTO have met or surpassed their targets, VZBO and BNBO have also come close to achieving the targets. However, KOBO's performance was observed to be not satisfactory (<b>Annex 4</b>). DDGS was advised to ensure that the BOs improve their performance and make up ground by end of Feb 2018.</p>	<b>DDGS</b>
v.	<p><b>Central Region</b></p> <p>It was observed that the performance of all BOs was still below targets (<b>Annex 5</b>). DG expressed concern particularly at the performance of BPBO which was low on several counts. DDGC was advised to ensure that the BOs improve their performance and make up ground by end of Feb 2018.</p>	<b>DDGC</b>

**1.1.2** It was noted that although it was decided during previous ROs/BOs meeting that manpower utilization may be improved to 80%, several BOs reported manpower utilization between only 50-60%. DG expressed concern at the same and advised DDGRs to ensure that manpower utilization is improved.

**1.1.3** DG also requested DDGRs to share the major reasons for non-achievement of targets and also discuss possible solutions. During the discussions following emerged:

- i) **Grant of licence:** DDGRs informed that low inflow of applications during the period and pendency of test reports from labs were the major reasons for non-achievement of this target. It was suggested that DDGRs may take the up matter of test report pendency with Lab heads during their meetings with Lab Heads. For OSLs, the matter may be taken up with the concerned labs through DDGL/LPPD.
- ii) **Surveillance Inspections:** DDGRs informed that lot inspections, lack of manpower and large travel distances were the major reasons for non-achievement of this target. It was suggested that BOs may restrict their lot inspection visits to 2 per week and also consider utilizing officers from other BOs within the region through DDGR, to address the issue.
- iii) **Market Samples:** DDGRs informed that drawing samples of certain materials such as MS ingots is not possible as these are either too heavy/bulky to transport or are not available in the market, being meant for industrial or institutional consumption. It was reiterated that as discussed during the previous meeting, customer feedback may be obtained for such cases which may be counted as equivalent to market sample.

It was also informed by DDGR/BOs that since many products are manufactured in one BOs jurisdiction and are sold in another BOs jurisdiction due to which market samples cannot be drawn. It was suggested that in such cases, the concerned BO may write to the other BO under whose jurisdiction the product is sold, with a request to draw the sample on their behalf.

- iv) **Samples of mandatory products:** DDGRs informed that firms manufacturing mandatory products many a times report 'no stock' during surveillance visits, due to which the sample cannot be drawn. It was suggested that in such cases, the licensee may be requested to share the details of vendors/dealers/distributors where the material has been recently supplied so that market sample can be drawn from that location immediately.

**1.2 Status of Product Manuals:** It was observed that although an extension up to 7 Feb 2018 was granted for submission of product manuals by all BOs, all product

manuals were yet to be received at CMD-1 (**Annex 6**). DDGRs were again requested to obtain the product manuals from BOs and submit the same to CMD-1 after ensuring their quality, on priority. Further, it was also decided that CMD-1 after checking that the manuals may send the manuals to the concerned technical departments for their vetting.

**1.3 Marking Fee Inputs:** It was observed that although during previous ROs/BOs meeting, concerned BOs were requested to expedite the inputs, it was observed that inputs were still pending from certain BOs (**Annex 7**). DDGRs were advised to expedite the inputs from the BOs.

**1.4 Implementation of amendment no. 8 to IS 14543 and revised IS:** Status of implementation of Amendment No. 8 to IS 14543:2004 was reviewed. DDGRs reported that although the document submission part of the implementation had been completed, the verification visits were yet to be completed. DDGRs were advised to ensure that the implementation including verification visit is completed by BOs on priority since the date of implementation has already expired.

**1.5 Data regarding FSSAI licenses for IS 14543:** DDG (Certification) informed that all BOs had been requested to provide data regarding the number of PDW licensees who have obtained FSSAI licence. It was noted that complete data was yet to be received (**Annex 8**). DDGRs/BOs informed that although they have requested all licensees to provide the information and also followed up with them, response could not be elicited from the licensees.

It was decided that BOs may write again to the licensees informing them to provide the information immediately failing which it shall be presumed that they are operating without FSSAI licence and the same would be informed to FSSAI for necessary action.

**1.6 MCR review by DDGRs:** It was observed that during previous ROs/BOs meeting on 24.01.2018, BOs had been requested to send the MCRs through DDGRs and not directly to CMD, many of the MCRs had been received directly. Further, several MCRs contained errors or incomplete information (**Annex 9**). DDGRs were requested to ensure that henceforth, MCRs are obtained from all BOs and are sent to HQ by DDGR in a single email with MCRs of BOs attached, after ensuring the quality of the same.

**1.7 Inputs for revision of MCR format:** It was noted that BOs were requested during previous meeting to provide inputs for revision of MCR formats. During the meeting, DDGRs provided the following inputs:

- i) Certain superfluous information in the MCR format, such as “tatkal” procedure related information, may be removed.
- ii) MCR format should reflect delays at the end of applicant, lab, RO/BO.

It was decided that these and other inputs if any provided by DDGRs may be considered and a revised MCR format may be put up for approval at the earliest.

**1.8 Inputs for process re-engineering:** It was noted that BOs were requested during previous meeting to provide inputs with regard to process re-engineering for time norms on grant of licence. During the meeting, DDGRs/BOs provided the following inputs:

- i) Application checklists should be defined product-wise rather than a generic checklist.
- ii) For certain products where complete test facilities are available with applicants and complete testing can be done in factory during the visit, Grant of Licence may be considered on Factory Testing basis.
- iii) All manuals and policy guidelines of BIS may be put in the public domain so that applicants are better informed.
- iv) The application process may be made completely electronic and paperless.

DG desired that these inputs may be examined by DDG(Certification).

**1.9 Empanelling agencies for market sample drawl:** It was noted that during previous ROs/BOs meeting, BOs were requested to identify means of empanelling agencies for market sample drawal in remote locations. DDGRs were requested to examine the matter and send their inputs in this regard.

**1.10 Discreet investigation for cancelled/expired licensees:** It was noted that during previous ROs/BOs meeting, BOs were requested to coordinate with FSSAI for arranging discreet investigation at cancelled/expired licensees. It was noted that due to mounting cases of misuse of ISI mark, visiting such ex-licensee premises assumes high importance. BOs were again advised to take up the necessary investigation and DDGRs were requested to ensure the same and send a report.

**1.11 Appointment of interns/apprentices/young professionals:** During previous ROs/BOs meeting, BOs were requested to take up action for appointment of interns/apprentices/young professionals. DDGN and DDGS reported that they have sent their requirements. DG desired that all DDGRs may consolidate and send their

requirements in this respect on priority so that further action may be taken up. DDGRs enquired whether these interns/apprentices/young professionals can be used for inspections. It was clarified that these interns may not be assigned any inspections but may be assigned to assist BIS officers in their work.

**1.12 Meetings with Lab Heads:** It was noted that during previous ROs/BOs meeting, DDGRs had been requested to hold regular meetings with Lab Heads so that issues such as delayed test reports, disputed samples may be resolved at the earliest. DDGRs informed that these meetings were being held. During discussions, it was proposed that Laboratory officers may be utilized for lot inspections. DG advised DDG(Labs) to examine the matter.

**1.13 Settlement of outstanding dues on testing charges with NTH:** DDG (Certification) informed that NTH has sought clearance of pending bills of 9-10 years from BIS. It was noted that DDGS has already discussed the matter with NTH in southern region and resolved the matter. Accordingly, DDG (Certification) had requested all other DDGRs to take up with NTH in their respective regions to resolve the issue. After deliberations, it was decided that DDGE may nominate a nodal officer to coordinate with all ROs/BOs and collect information regarding pending bills. Thereafter, the nodal officer may take up with DG, NTH at Kolkata for resolution of the matters at one go.

**1.14 Appreciation/Award for best RO/BO:** It was suggested that an award/appreciation letter may be given to the best performing RO and BO of the year during the ROs/BOs meeting scheduled for April 2018. DG desired that the criteria for deciding the best performing RO/BO may be prepared by DDG(Certification) and put up for approval.

**1.15 Event for grant of first in India licence:** It was suggested that a public event may be organized for grant of first in India licences and the same may be publicized in the media including on social media pages of BIS. DG desired that DDGRs may coordinate with PRD to ensure the same.

## **2. ENFORCEMENT AND CONSUMER AFFAIRS RELATED ACTIVITY**

**2.1 Review of performance of Consumer awareness programs and Licensee and search & seizure:** The following was decided.

- i) All BOs were advised to complete the assigned targets for the Consumer awareness programme, Licensee meet and enforcement raids by 31 March 2018.
- ii) All ROs/BOs were advised to send the clipping or loadable material on social media for their major activities carried out during the recent period, to CAD.



- iii) DDG CAD agreed to modify search and seizure proforma as per New BIS Act 2016.
- iv) GZBO Head was advised to conduct some hallmarking awareness programme to improve the number of hallmarking licences under GZBO.

### **3. MANGEMENT SYSTEM CERTIFICATION**

AHBO was advised to send a proposal to conduct an OHMS programme in Surat for small scale industries and tourist system certification.

### **4. HALLMARKING**

Market surveillance of licensee jewelers and Assaying and Hallmarking center were found very poor. All ROs/BOs were advised to carry out their pending surveillance at the earliest. It was also deliberated that reputed institutions in Mumbai may be identified to carry out the surveillance audit of assaying and hallmarking centre at Mumbai on behalf of BIS.

It was agreed that hallmarking licence may be granted by officers upto Scientist-C level at all ROs/BOs instead of Head BO only.

- 5. ANY OTHER BUSINESS:** It was suggested to create posts of legal officer at all ROs keeping in view the provisions of new BIS Act, 2016. It was also decided during meeting that laptop should be provided to each officer of BIS by simplifying the existing laptop policy.

The meeting ended with a vote of thanks to Chair.

**FORMAT FOR PROVIDING INFORMATION RELATED TO ACHIEVEMENT OF TARGETS  
FOR PRODUCT CERTIFICATION DURING REVIEW OF PERFORMANCE IN ROS/BOS  
MEETING**

**Name of the BO: AHBO**

**Period under review: Up to 31 Jan 2018**

**1. ACHIEVEMENT OF TARGETS FOR PRODUCT CERTIFICATION**

<b>Sl. No.</b>	<b>Item</b>	<b>Targets pending as on 25 Nov 2017</b>	<b>Target in numbers proposed to be achieved by the end of Jan 2018</b>	<b>Achievement of the targets in numbers up to Jan 2018</b>	<b>Achievement of the targets for Jan 2018 in percent</b>
1.	Grant of Licence	66	60% (40)	50	125%
2.	Surveillance Inspections	848/400	40% (160)	203	126%
3.	Market Samples	472/400	50% (200)	160	80%
4.	All India First licence	NIL	-	-	-
5.	Pending applications	121/66	60% (40)	50	125%
6.	Licences of mandatory products for which no Surveillance Inspections has been carried out for more than 2 years	219	50% (110)	84	76%
7.	Licences of mandatory products for which no market sample has been drawn for 2 years	457/100	50% (50)	108#	216%
8.	PDW Licences for which no surveillance inspection has been carried for more than 1 year	154/100	50% (50)	37	74%
9.	Licences for which no surveillance Inspection has been carried out, and no market sample or factory sample has been drawn for more than 2 years.	219	To be covered under S No. 6,7,8 as per minutes		

# This refers to the number of market samples drawn for mandatory products during the above  
Mentioned period.

## 2. Additional information required

### a. Break up of surveillance inspections

Sl. No.	Item	Actual figure for BO
1.	Number of surveillance inspections where performance was assessed as satisfactory	190
2.	Number of surveillance inspections where performance was assessed as unsatisfactory	13
3.	Total number of units visited for surveillance inspections (as one unit may have more than one licence)	120
4.	Number of surveillance inspections where licensee reported no production	8
5.	Number of surveillance inspections where licensee reported no stock	30
6.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done in last 2 years	84
7.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done and no market or factory samples drawn in last 2 years	64
8.	Number of Surveillance Inspections for PDW/PNMW done in units which have not been inspected for last 1 year	37
9.	Total Number of Surveillance Inspections done	203

### b. Break up of samples drawn

S.No.	Type of sample	Total Number of samples drawn	No of samples drawn for licences where no sample (FS/M S) has been drawn for last 2 years	Number of samples drawn for mandatory products other than PDW/PN MW	Number of samples drawn for PDW/PN MW	Number of samples sent to BIS labs	Number of samples sent to BIS recognized outside labs	No of customer feedbacks considered as market sample	Number samples pending for testing beyond reasonable time
1	Factory Samples	225	162	98	33	151	70	-	-
2	Market Samples (excluding hallmarking samples)	154	114	87	39	124	28	-	-
3	Applicant Samples	109	0	4	58	54	49	-	-
	Total	488	276	189	130	329	147	-	-

**c. Application/licence related information**

S.No.	Item	Actual figure for BO
1.	Number of licences under mandatory certification other than PDW/PN MW	295
2.	Number of licences of PDW/PN MW	304
3.	Total Number of licences	599

**d. Lot Inspection**

Sl. NO	Type of Unit	Number of manufacturing units	Average number of days mandays spent per week for lot inspection
1	LPG cylinders	2	2#
2	LPG regulators	2	0.5#
3	LPG valves	2	0.5#

4	Other cylinders (please specify)	1	13
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# Varies based on the order with firm

**e. Manpower utilization for inspections/audits/CAD/Training/raid/licensee meet/market sample drawal**

Sl No (1)	Name of the Officer (2)	Mandays available excluding leave taken by officer* (3)	Days spent for preliminary/special inspection (4)	Days spent for surveillance inspection (5)	Days spent on Lot inspection (6)	Days spent on CAD/Trg/Audit/raids Licensee Meet (7)	Days spent on market sample drawal (including Hallmarking) (8)	% utilization of mandays (9) $\frac{[col(4)+col(5)+col(6)+col(7)+col(8)] \times 100}{col(3)}$
1	ALOK SINGH	39	1	0	0	6	0	17.9%
2	A K LAL	41.5	06	4.5	0	04	0	34.9%
3	MANVENDRA SINGH	43	12	08	02	1.5	0	55%
4	DEVANSH DEOLEKAR	49	08	19	0	6.5	04	76.5%
5	SUMIT B BARADWAJ	46	11	10	03	04	0	60.86%
6	GULSHAN KUMAR	47	06	08	04	01	08	57%
7	RAHUL VERMA	48	09	13	0	01	0	47.9%
8	RAVINDRA BENIWAL	45	06	16	03	0	0	55.55%
9	S. VENKATESH	45	6.5	16.5	06	0	0	69.4%
10	NIKHIL RAJ	49	12	09	0	0	0	42.8%
Total		452.5	77.5	104	18	25	12	52.27%#

\*Note- Mandays available may include Saturdays utilized as working days, if any

# Manpower utilization for the period (14 Dec2017 to 31 Jan 2018) is 60%

Pl also fill table below:

Number of officers discipline wise

S.No.	Discipline	Number of officers
1	Civil Engg.	1
2	Electrical & Electronics	3
3	Mechanical Engg.	2
4	Metallurgical Engg.	1
5	Chemical Engg.	2
6	Msc. (Agriculture Chemicals)	1

**FORMAT FOR PROVIDING INFORMATION RELATED TO ACHIEVEMENT OF TARGETS  
FOR PRODUCT CERTIFICATION DURING REVIEW OF PERFORMANCE IN ROS/BOS  
MEETING**

**Name of the BO: MUBO-1 WRO**

**Period under review: up to 31 Jan 2018**

**1. ACHIEVEMENT OF TARGETS FOR PRODUCT CERTIFICATION**

<b>Sl. No.</b>	<b>Item</b>	<b>Targets pending as on 25 Nov 2017</b>	<b>Target in numbers proposed to be achieved by the end of Jan 2018 (Cumulative target to 31 Jan 2018)</b>	<b>Achievement of the targets in numbers up to (Achievement against Cumulative target up to 31 Jan 2018)</b>	<b>Achievement of the targets in percent (Achievement against Cumulative target to 31 Jan 2018)</b>
1.	Grant of Licence	60	36	24	67
2.	Surveillance Inspections	150	90	83	92
3.	Market Samples	97	48	53	110
4.	All India First licence	NIL			
5.	Pending applications (i.e. Number of applications received as on 31 Jan 2018)	45		19	42
6.	Licences of mandatory products for which no Surveillance Inspections has been carried out for more than 2 years	371		31	
7.	Licences of mandatory products for which no market sample has been drawn for 2 years	378		43	
8.	PDW Licences for which no surveillance inspection has been carried for more than 1 year	285		30	
9.	Licences for which no surveillance Inspection has been carried out, and no market sample or factory sample has been drawn for more than 2 years.	707 303		22- S.I 10- MS	

## 2. Additional information required

### a. Break up of surveillance inspections done from up to 31 Jan 2018

<b>Sl. No.</b>	<b>Item</b>	<b>Actual figure for MUBO-1</b>
1.	Number of surveillance inspections where performance was assessed as satisfactory	53
2.	Number of surveillance inspections where performance was assessed as unsatisfactory	30
3.	Total number of units visited for surveillance inspections (as one unit may have more than one licence)	48
4.	Number of surveillance inspections where licensee reported no production	12
5.	Number of surveillance inspections where licensee reported no stock	14
6.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done in last 2 years	30
7.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done and no market or factory samples drawn in last 2 years	21
8.	Number of Surveillance Inspections for PDW/PNMW done in units which have not been inspected for last 1 year	23
9.	Total Number of Surveillance Inspections done	83

**b. Break up of samples drawn (Cumulative figure for up to 31 Jan 2018)**

S.No.	Type of sample	Total Number of samples drawn	No of samples drawn for licences where no sample (FS/M S) has been drawn for last 2 years	Number of samples drawn for mandatory products other than PDW/PN MW	Number of samples drawn for PDW/PN MW	Number of samples sent to BIS labs	Number of samples sent to BIS recognized outside labs	No of customer feedbacks considered as market sample	Number samples pending for testing beyond reasonable time
1	Factory Samples	74	9	35	30	58	16	0	
2	Market Samples (excluding hallmarking samples)	53	8	2	43	53	0	0	0
3	Applicant Samples	112	N.A.	3+28(vol)	81	91	21	N.A.	0
	Total	239	17	40+28(vol)	154	202	37		

**c. Application/licence related information**

S.No.	Item	Actual figure for MUBO-1
1.	Number of licences under mandatory certification other than PDW/PN MW	155
2.	Number of licences of PDW/PN MW	384
3.	Total Number of licences	1239

**d. Lot Inspection (Data for BO)**

Sl. NO	Type of Unit	Number of manufacturing units	Average number of days mandays spent per week for lot inspection
1	LPG	8 - IS 3196(Pt.1)	~10 mandays per week



	cylinders	3 – IS 13258 (Hot Repair)	
2	LPG regulators	0	N.A.
3	LPG valves		1 man day per 2 week
4	Other cylinders (please specify)	1 Unit, 2 licenes for IS 7285(Pt.2) & IS 15490. 1 unit for IS 3224 (High Pressure Valves)	2 man days per week  1 man day in a month

**e. Manpower utilization for inspections/audits/CAD/Training/raid/licensee meet/market sample drawal ( from 14 Dec 2018 to 31 Jan 2018)**

SI No (1)	Name of the Officer (2)	Mandays available from 14 Dec 2017 to 31 Jan 2018 excluding leave taken by officer* (3)	Days spent for preliminary/special inspection (4)	Days spent for surveillance inspection (5)	Days spent on Lot inspection (6)	Days spent on CAD/Trg/Audit/raids Licensee Meet (7)	Days spent on market sample drawal (including Hallmarking) (8)	% utilization of mandays (9) $\frac{[\text{col}(4)+\text{col}(5)+\text{col}(6)+\text{col}(7)+\text{col}(8)]}{\text{col}(3)} \times 100$
Total	Shri Manodip Bag, Sc. C	29	3	2	11	7	0	79
	Shri Manoj Chavan, Sc. C	32	4	7	0	6	0	53
	Shri Lenin Maxwell, Sc. B	24	0	6	0	2	2	42
	Shri Prajyot Dahikar, Sc. B	27	4	4	10	1	0	70
	Shri Raunak Sukhdeve, Sc.B	28	5	8	12	1	1	97
	Shri Rahul Pushkar, Sc. B	28	5	6	16	0	1	100
	Shri Abhishek Kumar, Sc.B	33	2	8	5	0	1	50
	Shri Ashish Wakle, Sc.B	30	8	7	5	0	0	67
Total	8	231	31	48	59	17	5	69.3

\*Note- Mandays available may include Saturdays utilized as working days, if any

**Pl also fill table below:**

**Number of officers discipline wise**

S.No.	Discipline	Number of officers
1.	Food Technology	2

	Metallurgy Enng	3
	Civil Engg	1
	Mechanical Engg	1
	Chemical Engg	1

**FORMAT FOR PROVIDING INFORMATION RELATED TO ACHIEVEMENT OF TARGETS  
FOR PRODUCT CERTIFICATION DURING REVIEW OF PERFORMANCE IN ROS/BOS  
MEETING**

**Name of the BO:MUBO-II**

**Period under review:** 14 Dec 2017 to 31 Jan 2018

**1. ACHIEVEMENT OF TARGETS FOR PRODUCT CERTIFICATION**

<b>Sl. No.</b>	<b>Item</b>	<b>Targets pending as on 25 Nov 2017</b>	<b>Target in numbers proposed to be achieved by the end of Jan 2018 (Cumulative target for 14 Dec 2017 to 31 Jan 2018)</b>	<b>Achievement of the targets in numbers up to Jan 2018 (Achievement against Cumulative target for 14 Dec 2017 to 31 Jan 2018)</b>	<b>Achievement of the targets for December 2017 in percent (Achievement against Cumulative target for 14 Dec 2017 to 31 Jan 2018)</b>
1.	Grant of Licence	34	20	12	60
2.	Surveillance Inspections	100	60	73	122
3.	Market Samples	194	101	130	129
4.	All India First licence	1			
5.	Pending applications (i.e. Number of applications received as on 31 Jan 2018)	35			
6.	Licences of mandatory products for which no Surveillance Inspections has been carried out for more than 2 years	64	40	35	88
7.	Licences of mandatory products for which no market sample has been drawn for 2 years	117	-	11	-
8.	PDW Licences for which no surveillance inspection has been carried for more than 1 year	NA			NA
9.	Licences for which no surveillance Inspection has been carried out, and no	354	-	42	-

	market sample or factory sample has been drawn for more than 2 years.				
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## 2. Additional information required

### a. Break up of surveillance inspections done from 14 Dec 2017 to 31 Jan 2018

Sl. No.	Item	Actual figure for BO
1.	Number of surveillance inspections where performance was assessed as satisfactory	60
2.	Number of surveillance inspections where performance was assessed as unsatisfactory	9
3.	Total number of units visited for surveillance inspections (as one unit may have more than one licence)	41
4.	Number of surveillance inspections where licensee reported no production	0
5.	Number of surveillance inspections where licensee reported no stock	9
6.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done in last 2 years	35
7.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done and no market or factory samples drawn in last 2 years	40
8.	Number of Surveillance Inspections for PDW/PNMW done in units which have not been inspected for last 1 year	NA
9.	Total Number of Surveillance Inspections done	69

**b. Break up of samples drawn (Cumulative figure for 14 Dec 2017 to 31 Jan 2018)**

S.No.	Type of sample	Total Number of samples drawn	No of samples drawn for licences where no sample (FS/M S) has been drawn for last 2 years	Number of samples drawn for mandatory products other than PDW/PN MW	Number of samples drawn for PDW/PN MW	Number of samples sent to BIS labs	Number of samples sent to BIS recognized outside labs	No of customer feedbacks considered as market sample	Number samples pending for testing beyond reasonable time
1	Factory Samples	52	27	31	NA	27	25	-	-
2	Market Samples (excluding hallmarking samples)	87	25	45	NA	73	14	43	-
3	Applicant Samples	12	-	4	-	3	9	-	2
	Total	151	52	80		103	48	43	2

**c. Application/licence related information**

S.No.	Item	Actual figure for BO
1.	Number of licences under mandatory certification other than PDW/PNMW	277
2.	Number of licences of PDW/PNMW	NIL
3.	Total Number of licences	1048

**d. Lot Inspection**

Sl. NO	Type of Unit	Number of manufacturing units	Average number of days mandays spent per week for lot inspection
.			

1	LPG cylinders	NIL	NIL
2	LPG regulators	NIL	NIL
3	LPG valves	NIL	NIL
4	Other cylinders (please specify)	NIL	NIL

**e. Manpower utilization for inspections/audits/CAD/Training/raid/licensee meet/market sample drawal (between 14 Dec 2017 to 31 Jan 2018)**

Sl No (1)	Name of the Officer (2)	Mandays available from 14 Dec 2017 to 31 Jan 2018 excluding leave taken by officer* (3)	Days spent for preliminary/special inspection (4)	Days spent for surveillance inspection (5)	Days spent on Lot inspection (6)	Days spent on CAD/Trg/Audit/raids Licensee Meet (7)	Days spent on market sample drawal (including Hallmarking) (8)	% utilization of mandays (9) [col(4)+col(5)+col(6)+col(7)+col(8)]x100/col(3)
1	PARIJAT SHUKLA	32	4	11	0	5	0	62.5
2	TUSHAR SHARMA	28	4	9	0	6	0	67.9
3	CHIRAG B SHAH	30	1	14	0	3	0	60
4	SUPAI TUDU	33	0	13	0	6	1	60.6
Total	4	123	9	47	0	20	1	62.6

\*Note- Mandays available may include Saturdays utilized as working days, if any

**Pl also fill table below:**

**Number of officers discipline wise**

S.No.	Discipline	Number of officers
1	ELECTRICAL ENGG	3
2	ELECTRONICS ENGG	1

**FORMAT FOR PROVIDING INFORMATION RELATED TO ACHIEVEMENT OF TARGETS  
FOR PRODUCT CERTIFICATION DURING REVIEW OF PERFORMANCE IN ROS/BOS  
MEETING**

**Name of the BO: NGBO**

**Period under review: Up to 31 Jan 2018**

**1. ACHIEVEMENT OF TARGETS FOR PRODUCT CERTIFICATION**

Sl. No.	Item	Targets pending as on 25 Nov 2017	Target in numbers proposed to be achieved by the end of Jan 2018	Achievement of the targets in numbers up to Jan 2018	Achievement of the targets for January 2018 in percent
1.	Grant of Licence	27	10(40%)	10	100
2.	Surveillance Inspections	166*	83(50%)	91	100
3.	Market Samples	1	-	+7	100
4.	All India First licence	1	1	0	Sample failed
5.	Pending applications	18 (7 recorded upto 31 jan)	9(50%)	11	100
6.	Licences of mandatory Pproducts for which no Surveillance Inspections has been carried out for more than 2 years	64*	32(50%)	34	100
7.	Licences of mandatory products for which no market sample has been drawn for 2 years	60#	-	7	12
8.	PDW Licences for which no surveillance inspection has been carried for more than 1 year	69*	34(50%)	11	32
9.	Licences for which no surveillance Inspection has been carried out, and no market sample or factory sample has been drawn for more than 2 years.	128*	64(50%)	89	100

\*Sr. no 2, 6, 8 & 9 are correlated

#Earlier target was mentioned 122. From which MS for 62 mandatory (non-PDW ) licenses are not practically possible due to size and supply constraints (like IS 277, 2830, 2062, 1180, 2002, 13258, 8329 etc). So revised target may be considered as 122-62 = 60.

## 2. Additional information required

### a. Break up of surveillance inspections done

<b>Sl. No.</b>	<b>Item</b>	<b>Actual figure for BO</b>
1.	Number of surveillance inspections where performance was assessed as satisfactory	48
2.	Number of surveillance inspections where performance was assessed as unsatisfactory	33
3.	Total number of units visited for surveillance inspections (as one unit may have more than one licence)	66
4.	Number of surveillance inspections where licensee reported no production	6
5.	Number of surveillance inspections where licensee reported no stock	20
6.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done in last 2 years	18
7.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done and no market or factory samples drawn in last 2 years	16
8.	Number of Surveillance Inspections for PDW/PNMW done in units which have not been inspected for last 1 year	20
9.	Total Number of Surveillance Inspections done	91



**b. Break up of samples drawn**

S.No.	Type of sample	Total Number of samples drawn	No of samples drawn for licences where no sample (FS/MS) has been drawn for last 2 years	Number of samples drawn for mandatory products other than PDW/PNMW	Number of samples drawn for PDW/PNMW	Number of samples sent to BIS labs	Number of samples sent to BIS recognized outside labs	No of customer feedbacks considered as market sample	Number samples pending for testing beyond reasonable time
1	Factory Samples	74	68	20	22	69	2	0	0
2	Market Samples (excluding hallmarking samples)	7	4	1	4	5	0	-	-
3	Applicant Samples	16	0	0	16	6	10	NIL	-
	Total	97	72	21	42	80	12	NIL	-

**c. Application/licence related information**

S.No.	Item	Actual figure for BO
1.	Number of licences under mandatory certification other than PDW/PNMW	94
2.	Number of licences of PDW/PNMW	121
3.	Total Number of licences	453

**d. Lot Inspection**

Sl. NO.	Type of Unit	Number of manufacturing units	Average number of days mandays spent per week for lot inspection
1	LPG cylinders	5	4
2	LPG regulators	1	0
3	LPG valves	3	1
4	Other cylinders	-	-

(please specify)		
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**e. Manpower utilization for inspections/audits/CAD/Training/raid/licensee meet/market sample drawal**

SI No (1)	Name of the Officer (2)	Mandays available from 14 Dec 2017 to 31 Jan 2018 excluding leave taken by officer* (3)	Days spent for preliminary/ special inspection (4)	Days spent for surveillance inspection (5)	Days spent on Lot inspection (6)	Days spent on CAD/Trg/ Audit/raids Licensee Meet (7)	Days spent on market sample drawal (including Hallmarking) (8)	% utilization of mandays (9) [col(4)+col(5)+col(6)+col(7)+col(8)]x 100/col(3)
1	Srinivas DMS (Sc. C)	34	2	15	5	-	-	64
2	Nisha Kanbargi (Sc. B)	32	3	13	3	-	-	60
3	C. V. Rajendra (Sc. B)	32.5	4	14	5	-	-	71
Total	3	98.5	9	42	13	-	-	65

\*Note- Mandays available may include Saturdays utilized as working days, if any

**Pl also fill table below:**

**Number of officers discipline wise**

S.No.	Discipline	Number of officers
1	Metallurgy	1
2	Chemistry	1
3	Computer Science	1

**FORMAT FOR PROVIDING INFORMATION RELATED TO ACHIEVEMENT OF TARGETS  
FOR PRODUCT CERTIFICATION DURING REVIEW OF PERFORMANCE IN ROS/BOS  
MEETING**

**Name of the BO:PNBO**

**Period under review:14 Dec 2017 to 31 Jan 2018**

**1. ACHIEVEMENT OF TARGETS FOR PRODUCT CERTIFICATION**

<b>Sl. No.</b>	<b>Item</b>	<b>Targets pending as on 25 Nov 2017</b>	<b>Target in numbers proposed to be achieved by the end of Jan 2018 (Cumulative target for 14 Dec 2017 to 31 Jan 2018)</b>	<b>Achievement of the targets in numbers up to Jan 2018 (Achievement against Cumulative target for 14 Dec 2017 to 31 Jan 2018)</b>	<b>Achievement of the targets for December 2017 in percent (Achievement against Cumulative target for 14 Dec 2017 to 31 Jan 2018)</b>
1.	Grant of Licence	75	45	37	82.2%
2.	Surveillance Inspections	106	60	44	74%
3.	Market Samples	216	130	120	92%
4.	All India First licence				
5.	Pending applications (i.e. Number of applications received as on 31 Jan 2018)	124			
6.	Licences of mandatory products for which no Surveillance Inspections has been carried out for more than 2 years	98	49	42	86%
7.	Licences of mandatory products for which no market sample has been drawn for 2 years	106	60	48	80%
8.	PDW Licences for which no surveillance inspection has been carried for more than 1 year	53	32	23	72%
9.	Licences for which no surveillance Inspection has been carried out, and no	106	60	90	150%

	market sample or factory sample has been drawn for more than 2 years.				
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## 2. Additional information required

### a. Break up of surveillance inspections done from 14 Dec 2017 to 31 Jan 2018

Sl. No.	Item	Actual figure for BO
1.	Number of surveillance inspections where performance was assessed as satisfactory	33
2.	Number of surveillance inspections where performance was assessed as unsatisfactory	10
3.	Total number of units visited for surveillance inspections (as one unit may have more than one licence)	40
4.	Number of surveillance inspections where licensee reported no production	-
5.	Number of surveillance inspections where licensee reported no stock	1
6.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done in last 2 years	19
7.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done and no market or factory samples drawn in last 2 years	-do-
8.	Number of Surveillance Inspections for PDW/PNMW done in units which have not been inspected for last 1 year	23
9.	Total Number of Surveillance Inspections done	44

**b. Break up of samples drawn (Cumulative figure for 14 Dec 2017 to 31 Jan 2018)**

S.No.	Type of sample	Total Number of samples drawn	No of samples drawn for licences where no sample (FS/M S) has been drawn for last 2 years	Number of samples drawn for mandatory products other than PDW/PN MW	Number of samples drawn for PDW/PN MW	Number of samples sent to BIS labs	Number of samples sent to BIS recognized outside labs	No of customer feedbacks considered as market sample	Number samples pending for testing beyond reasonable time
1	Factory Samples	49	49	15	32	17	32	-	-
2	Market Samples (excluding hallmarking samples)	120	48	-	96	56	40		
3	Applicant Samples	153				109	44		
	Total	322	145	15	128	192	116		

**c. Application/licence related information**

S.No.	Item	Actual figure for BO
1.	Number of licences under mandatory certification other than PDW/PN MW	220
2.	Number of licences of PDW/PN MW	438
3.	Total Number of licences	530

**d. Lot Inspection**

Sl. NO	Type of Unit	Number of manufacturing units	Average number of days mandays spent per week for lot inspection
1	LPG cylinders		
2	LPG regulators		

3	LPG valves	4	4.5
4	Other cylinders (please specify)		

**e. Manpower utilization for inspections/audits/CAD/Training/raid/licensee meet/market sample drawal (between 14 Dec 2017 to 31 Jan 2018)**

Sl No (1)	Name of the Officer (2)	Mandays available from 14 Dec 2017 to 31 Jan 2018 excluding leave taken by officer* (3)	Days spent for preliminary/special inspection (4)	Days spent for surveillance inspection (5)	Days spent on Lot inspection (6)	Days spent on CAD/Trg/Audit/raids Licensee Meet (7)	Days spent on market sample drawal (including Hallmarking) (8)	% utilization of mandays (9) $\frac{[\text{col}(4)+\text{col}(5)+\text{col}(6)+\text{col}(7)+\text{col}(8)] \times 100}{\text{col}(3)}$
1	N GAUTAM	40	12	6	7	1	2	75%
2	H ADE	22	4	2	1	0	0	32%
3	K VIJAYAVEERAN	43	9	4	8	13	1	81%
4	S U PATIL	39	14	7	8	5	1	90%
5	S S GOKANWAR	41	17	8	11	1	1	90%
TOTAL		185	56	27	35	20	5	77.3%

\*Note- Mandays available may include Saturdays utilized as working days, if any

**Pl also fill table below:**

**Number of officers discipline wise**

S.No.	Discipline	Number of officers
1	MECHANICAL	2
2.	METTALURGY	1
3.	ELECTRICAL	2

**FORMAT FOR PROVIDING INFORMATION RELATED TO ACHIEVEMENT OF TARGETS  
FOR PRODUCT CERTIFICATION DURING REVIEW OF PERFORMANCE IN ROS/BOS  
MEETING**

**Name of the BO: RJBO**

**Period under review: 14 Dec 2017 to 31 Jan 2018**

**1. ACHIEVEMENT OF TARGETS FOR PRODUCT CERTIFICATION**

<b>Sl. No.</b>	<b>Item</b>	<b>Targets pending as on 25 Nov 2017</b>	<b>Target in numbers proposed to be achieved by the end of Jan 2018</b>	<b>Achievement of the targets in numbers up to Jan 2018</b>	<b>Achievement of the targets for Jan 2018 in percent</b>
1.	Grant of Licence	82	45	51	113%
2.	Surveillance Inspections	598	150	138	92%
3.	Market Samples	327	180	96	53.3%
4.	All India First Licence	1	-	-	-
5.	Pending applications (i.e. Number of applications received as on 31 Jan 2018)	69	45	46	102%
6.	Licences of mandatory products for which no Surveillance Inspections has been carried out for more than 2 years	177	97	100	103%
7.	Licences of mandatory products for which no market sample has been drawn for 2 years	152	76	42	55%
8.	PDW Licences for which no surveillance inspection has been carried for more than 1 year	67	33	29	87.8%
9.	Licences for which no surveillance Inspection has been carried out, and no market sample or factory sample has been drawn for more than 2 years.	574	57	38	66.6

**2. Additional information required**

**a. Break up of surveillance inspections done**

<b>Sl. No.</b>	<b>Item</b>	<b>Actual figure for BO</b>
1.	Number of surveillance inspections where performance was assessed as satisfactory	129
2.	Number of surveillance inspections where performance was assessed as unsatisfactory	6
3.	Total number of units visited for surveillance inspections (as one unit may have more than one licence)	98
4.	Number of surveillance inspections where licensee reported no production	4
5.	Number of surveillance inspections where licensee reported no stock	10
6.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done in last 2 years	71
7.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done and no market or factory samples drawn in last 2 years	62
8.	Number of Surveillance Inspections for PDW/PNMW done in units which have not been inspected for last 1 year	29
9.	Total Number of Surveillance Inspections done	106



**b. Break up of samples drawn (Cumulative figure from 26 Nov 2017 to 31 Jan 2018)**

S. No.	Type of sample	Total Number of samples drawn	No of samples drawn for licences where no sample (FS/M S) has been drawn for last 2 years	Number of samples drawn for mandatory products other than PDW/PNMW	Number of samples drawn for PDW/PNMW	Number of samples sent to BIS labs	Number of samples sent to BIS recognized outside labs	No of customer feedbacks considered as market sample	Number samples pending for testing beyond reasonable time
1	Factory Samples	171	131	80	56	117	54	-	-
2	Market Samples (excluding HM samples)	96*	58	21	22	25	21	-	-
3	Applicant Samples	58	-	3	17	32	26	-	4
	Total	325	189	104	95	174	101	-	4

- 50 Market Samples are pending for generation of test requests and sending for testing

**c. Application/licence related information**

S.No.	Item	Actual figure for BO
1.	Number of licences under mandatory certification other than PDW/PNMW	250
2.	Number of licences of PDW/PNMW	85
3.	Total Number of licences	1565

**d. Lot Inspection**

<b>Sl. NO</b>	<b>Type of Unit</b>	<b>Number of manufacturing units</b>	<b>Average number of days man days spent per week for lot inspection</b>
1	LPG cylinders	Nil	Nil
2	LPG regulators	Nil	Nil
3	LPG valves	1	Nil (Firm is yet to start production)
4	Other cylinders (High Pressure gas cylinders and CNG Cylinders, CNG Valves)	5 (Cylinder Units) 2 (Valve Units)	3.5

**e. Manpower utilization for inspections/audits/CAD/Training/raid/licensee meet/market sample drawal (between 14 Dec 2017 to 31 Jan 2018)**

Sl No (1)	Name of the Officer (2)	Mandays available from 14 Dec 2017 to 31 Jan 2018 excluding leave taken by officer* (3)	Days spent for preliminary/special inspection (4)	Days spent for surveillance inspection (5)	Days spent on Lot inspection (6)	Days spent on CAD/Trg/Audit/raids Licensee Meet (7)	Days spent on market sample drawal (including Hallmarking) (8)	% utilization of mandays (9) $\frac{[\text{col}(4)+\text{col}(5)+\text{col}(6)+\text{col}(7)+\text{col}(8)] \times 100}{\text{col}(3)}$
1	S K Singh, Sc E & Head (I/C)	32	0	0	0	17	0	53%
2	Oguri Veraiah, Sc C	32	4	2	3	15	0	75%
3	Ashutosh Shukla, Sc B	33	4	26	0	3	0	100%
4	Subhangshu Sen	26	3	6	3	5	0	65.4%
5	Aman, Aggarwal	30	2	6	9	2	1	66.6%
6	Kunjan Kumar Anand	33	2	16	6	1	0	75.7%
7	Vivek Prakash	28	4	6	6	1	1	64.2%
8	Emanual Abhishek Murmu	26	3	11	3	0	0	65.4%
<b>Total</b>		240	22	73	30	44	2	71.25%

**Number of officers discipline wise**

<b>S.No.</b>	<b>Discipline</b>	<b>Number of officers</b>
1	Agricultural Engineering	1 [Sc E & Head (I/C)]
2	Chemistry	1 (Sc C )
3	Metallurgical Engineering	3 (All Sc B)
4	Mechanical Engineering	1 (Sc B )
5	Civil Engineering	1 (Sc B) – Already selected in UPSC (IES) and expected to resign in 2-3 months)
6	Electrical Engineering	1
	<b>Total</b>	7 + 1 (Head, I/C)

**FORMAT FOR PROVIDING INFORMATION RELATED TO ACHIEVEMENT OF TARGETS  
FOR PRODUCT CERTIFICATION DURING REVIEW OF PERFORMANCE IN ROS/BOS  
MEETING**

**Name of the BO: BHBO, Bhubaneswar**

**Period under review: 14 Dec 2017 to 31 Jan 2018**

**1. ACHIEVEMENT OF TARGETS FOR PRODUCT CERTIFICATION**

<b>Sl. No.</b>	<b>Item</b>	<b>Targets pending as on 25 Nov 2017</b>	<b>Target in numbers proposed to be achieved by the end of Jan 2018 (Cumulative target for 14 Dec 2017 to 31 Jan 2018)</b>	<b>Achievement of the targets in numbers up to Jan 2018 (Achievement against Cumulative target for 14 Dec 2017 to 31 Jan 2018)</b>	<b>Achievement of the targets for December 2017 in percent (Achievement against Cumulative target for 14 Dec 2017 to 31 Jan 2018)</b>
1.	Grant of Licence	28	17	26	152%
2.	Surveillance Inspections	367	184	41	22%
3.	Market Samples	172	90	96	106%
4.	All India First licence	1	-	-	-
5.	Pending applications (i.e. Number of applications received as on 31 Jan 2018)	26	13	26	200%
6.	Licences of mandatory products for which no Surveillance Inspections has been carried out for more than 2 years	85	43	26	60%
7.	Licences of mandatory products for which no market sample has been drawn for 2 years	61	32	15	49%
8.	PDW Licences for which no surveillance inspection has been carried for more than 1 year	94	47	5	10%
9.	Licences for which no surveillance Inspection has been carried out, and no market sample or factory sample has been drawn for more than 2 years.	90	45	40	88%

**2. Additional information required**

**a. Break up of surveillance inspections done from 14 Dec 2017 to 31 Jan 2018**

<b>Sl. No.</b>	<b>Item</b>	<b>Actual figure for BO</b>
1.	Number of surveillance inspections where performance was assessed as satisfactory	40
2.	Number of surveillance inspections where performance was assessed as unsatisfactory	1
3.	Total number of units visited for surveillance inspections (as one unit may have more than one licence)	20
4.	Number of surveillance inspections where licensee reported no production	12
5.	Number of surveillance inspections where licensee reported no stock	10
6.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done in last 2 years	8
7.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done and no market or factory samples drawn in last 2 years	7
8.	Number of Surveillance Inspections for PDW/PNMW done in units which have not been inspected for last 1 year	3
9.	Total Number of Surveillance Inspections done	41

**b. Break up of samples drawn (Cumulative figure for 14 Dec 2017 to 31 Jan 2018)**

S.No.	Type of sample	Total Number of samples drawn	No of samples drawn for licences where no sample (FS/M S) has been drawn for last 2 years	Number of samples drawn for mandatory products other than PDW/PN MW	Number of samples drawn for PDW/PN MW	Number of samples sent to BIS labs	Number of samples sent to BIS recognized outside labs	No of customer feedbacks considered as market sample	Number samples pending for testing beyond reasonable time
1	Factory Samples	42	42	22	5	42	0	0	0
2	Market Samples (excluding hallmarking samples)	96		20	43	95	1	0	0
3	Applicant Samples	20	--	7	8	3	17	0	0
	Total	180							

**c. Application/licence related information**

S.No.	Item	Actual figure for BO
1.	Number of licences under mandatory certification other than PDW/PNMW	106
2.	Number of licences of PDW/PNMW	183
3.	Total Number of licences	289

**d. Lot Inspection**

Sl. NO	Type of Unit	Number of manufacturing units	Average number of days mandays spent per week for lot inspection
1	LPG cylinders	10	15
2	LPG regulators	1	1

3	LPG valves	0	0
4	Other cylinders (please specify)	0	0

**e. Manpower utilization for inspections/audits/CAD/Training/raid/licensee meet/market sample drawal (between 14 Dec 2017 to 31 Jan 2018)**

Sl No (1)	Name of the Officer (2)	Mandays available from 14 Dec 2017 to 31 Jan 2018 excluding leave taken by officer* (3)	Days spent for preliminary/special inspection (4)	Days spent for surveillance inspection (5)	Days spent on Lot inspection (6)	Days spent on CAD/Trg/Audit/raids Licensee Meet (7)	Days spent on market sample drawal (including Hallmarking) (8)	% utilization of mandays (9) $\frac{[\text{col}(4)+\text{col}(5)+\text{col}(6)+\text{col}(7)+\text{col}(8)]}{\text{col}(3)} \times 100$
1	S C Naik	31	2	3	21	0	0	84%
2	Dilip Chattar	37	5	3	28	0	0	92%
3	Dilip Patra	38	2	8	19	0	2	81%
Total								

\*Note- Mandays available may include Saturdays utilized as working days, if any

**Pl also fill table below:**

**Number of officers discipline wise**

S.No.	Discipline	Number of officers
1	Civil	1
2	Mech	1
3	Elect.	1



**FORMAT FOR PROVIDING INFORMATION RELATED TO ACHIEVEMENT OF TARGETS  
FOR PRODUCT CERTIFICATION DURING REVIEW OF PERFORMANCE IN ROS/BOS  
MEETING**

**Name of the BO: DPBO**

**Period under review: Up to 31 Jan 2018**

**1. ACHIEVEMENT OF TARGETS FOR PRODUCT CERTIFICATION**

<b>Sl. No.</b>	<b>Item</b>	<b>Targets pending as on 25 Nov 2017</b>	<b>Target in numbers proposed to be achieved by the end of Jan 2018</b>	<b>Achievement of the targets in numbers up to Jan 2018</b>	<b>Achievement of the targets for Jan 2018 in percent</b>
1.	Grant of Licence	19	12	9	75%
2.	Surveillance Inspections	103	65	85	131%
3.	Market Samples	59	35	78	223%
4.	All India First licence	1	-	-	-
5.	Pending applications	21	13	9	69%
6.	Licences of mandatory products for which no Surveillance Inspections has been carried out for more than 2 years	33	33	26	79%
7.	Licences of mandatory products for which no market sample has been drawn for 2 years	137	82	19	23%
8.	PDW Licences for which no surveillance inspection has been carried for more than 1 year	25	15 1 expired	14	100%
9.	Licences for which no surveillance Inspection has been carried out, and no market sample or factory sample has been drawn for more than 2 years.	42	33	34	103%

**2. Additional information required**

**a. Break up of surveillance inspections done from 14 Dec 2017 to 31 Jan 2018**

<b>Sl. No.</b>	<b>Item</b>	<b>Actual figure for BO</b>
1.	Number of surveillance inspections where performance was assessed as satisfactory	46
2.	Number of surveillance inspections where performance was assessed as unsatisfactory	6
3.	Total number of units visited for surveillance inspections (as one unit may have more than one licence)	39
4.	Number of surveillance inspections where licensee reported no production	3
5.	Number of surveillance inspections where licensee reported no stock	9
6.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done in last 2 years	24
7.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done and no market or factory samples drawn in last 2 years	18
8.	Number of Surveillance Inspections for PDW/PNMW done in units which have not been inspected for last 1 year	14
9.	Total Number of Surveillance Inspections done	52

**b. Break up of samples drawn cumulative figure for 14 Dec 2017 to 31 Jan 2018**

S. No.	Type of sample	Total Number of samples drawn	No of samples drawn for licences where no sample (FS/MS) has been drawn for last 2 years	Number of samples drawn for mandatory products other than PDW/PNMW	Number of samples drawn for PDW/PNMW	Number of samples sent to BIS labs	Number of samples sent to BIS recognized outside labs	No of customer feedbacks considered as market sample	Number samples pending for testing beyond reasonable time
1	Factory Samples	81	20	37	37	69	12	0	0
2	Market Samples (excluding hallmarking samples)	56	9	38	14	50	6	0	0
3	Applicant Samples	25	na	9	13	17	8	na	0
	Total								

**c. Application/licence related information**

S.No.	Item	Actual figure for BO
1.	Number of licences under mandatory certification other than PDW/PNMW	215
2.	Number of licences of PDW/PNMW	38
3.	Total Number of licences	344

**d. Lot Inspection**

Sl. NO.	Type of Unit	Number of manufacturing units	Average number of days mandays spent per week for lot inspection
1	LPG cylinders	1 ( 2 licences)	1.5
2	LPG regulators	NA	NA
3	LPG valves	NA	NA
4	Other cylinders	NA	NA

	(please specify)		
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**e. Manpower utilization for inspections/audits/CAD/Training/raid/licensee meet/market sample drawal**

Sl No (1)	Name of the Officer (2)	Mandays available excluding leave taken by officer* (3)	Days spent for preliminary/ special inspection (4)	Days spent for surveillance inspection (5)	Days spent on Lot inspection (6)	Days spent on CAD/Trg/Audit/raids Licensee Meet (7)	Days spent on market sample drawal (including Hallmarking) (8)	% utilization of mandays (9) [col(4)+col(5)+col(6)+col(7)+col(8)]x100/col(3)
1	P.S. Mandal	31	01	10	02	06	00	61.3
2	B.K. Das	31	05	12	02	01	01	67.7
3	Sudipt Kumar	31	04	08	02	02	03	61.3
Total		93	10	30	6	9	4	63.4

\*Note- Mandays available may include Saturdays utilized as working days, if any

**Pl also fill table below:**

**Number of officers discipline wise**

S.No.	Discipline	Number of officers
1	Mechanical	2 including the present acting head
2	Metallurgy	1
3	Chemical	1

**FORMAT FOR PROVIDING INFORMATION RELATED TO ACHIEVEMENT OF TARGETS  
FOR PRODUCT CERTIFICATION DURING REVIEW OF PERFORMANCE IN ROS/BOS  
MEETING**

**Name of the BO: GHBO**

**Period under review: Up to 31 Jan 2018**

**1. ACHIEVEMENT OF TARGETS FOR PRODUCT CERTIFICATION**

<b>Sl. No.</b>	<b>Item</b>	<b>Targets pending as on 25 Nov 2017</b>	<b>Target in numbers proposed to be achieved by the end of Jan 2018</b>	<b>Achievement of the targets in numbers up to Jan 2018</b>	<b>Achievement of the targets for January 2018 in percent</b>
1.	Grant of Licence	41	13	12	92.3
2.	Surveillance Inspections	203	107 (31)	31	100
3.	Market Samples	38	8	34	425
4.	All India First licence	01	NA	Nil	Nil
5.	Pending applications (i.e. Number of applications received as on 31 Jan 2018)	107*	13	12	92.3
6.	Licences of mandatory products for which no Surveillance Inspections has been carried out for more than 2 years	11	06	05	83.3
7.	Licences of mandatory products for which no market sample has been drawn for 2 years	24	12	10	83.3
8.	PDW Licences for which no surveillance inspection has been carried for more than 1 year	21	13	07	53.8
9.	Licences for which no surveillance Inspection has been carried out, and no market sample or factory sample has been drawn for more than 2 years.	29	15	11	73.3

\* Total received application- 107

Pending application- 40, License Granted-55, Closed Application- 12

**2. Additional information required**

**a. Break up of surveillance inspections**

<b>Sl. No.</b>	<b>Item</b>	<b>Actual figure for BO</b>
1.	Number of surveillance inspections where performance was assessed as satisfactory	141
2.	Number of surveillance inspections where performance was assessed as unsatisfactory	06
3.	Total number of units visited for surveillance inspections (as one unit may have more than one licence)	125
4.	Number of surveillance inspections where licensee reported no production	05
5.	Number of surveillance inspections where licensee reported no stock	11
6.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done in last 2 years	10
7.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done and no market or factory samples drawn in last 2 years	06
8.	Number of Surveillance Inspections for PDW/PNMW done in units which have not been inspected for last 1 year	18
9.	Total Number of Surveillance Inspections done	147

**b. Break up of samples drawn**

S.No.	Type of sample	Total Number of samples drawn	No of samples drawn for licenses where no sample (FS/MS) has been drawn for last 2 years	Number of samples drawn for mandatory products other than PDW/PNMW	Number of samples drawn for PDW/PNMW	Number of samples sent to BIS labs	Number of samples sent to BIS recognized outside labs	No of customer feedbacks considered as market sample	Number samples pending for testing beyond reasonable time
1	Factory Samples	235	38	87	110	219	16	NA	13
2	Market Samples (excluding hallmarking samples)	176	33	61	82	146	02	NA	07
3	Applicant Samples	187	NA	32	131	150	37	NA	02
	Total	598	71	180	323	515	55	NA	22

**c. Application/licence related information**

S.No.	Item	Actual figure for BO
1.	Number of licences under mandatory certification other than PDW/PNMW	153
2.	Number of licences of PDW/PNMW	169
3.	Total Number of licences	496 (M-322,V-174)

**d. Lot Inspection**

Sl. NO.	Type of Unit	Number of manufacturing units	Average number of days man days spent per week for lot inspection
1	LPG	01	01

	cylinders		
2	LPG regulators	Nil	Nil
3	LPG valves	Nil	Nil
4	Other cylinders (please specify)	Nil	Nil

**e. Manpower utilization for inspections/audits/CAD/Training/raid/licensee meet/market sample drawal**

Sl No (1)	Name of the Officer (2)	Mandays available excluding leave taken by officer* (3)	Days spent for preliminary/special inspection (4)	Days spent for surveillance inspection (5)	Days spent on Lot inspection (6)	Days spent on CAD/Trg/Audit/raids Licensee Meet (7)	Days spent on market sample drawal (including Hallmarking) (8)	% utilization of mandays (9) [col(4)+col(5)+col(6)+col(7)+col(8)] x100 / col(3)
01	S.Dhar, Sc. D	198	44.5	68	12	20	05	75.5
02	T.C. Ovung, Sc.B	197	49	77.5	09	14	12	82
03	D Santhosh#, Sc.B	39	09	15	04	01	00	74.4
Total		434	102.5	160.5	25	35	17	78.3

\*Note- Mandays available may include Saturdays utilized as working days, if any

# transferred to New Delhi in June, 2017.

**Pl also fill table below:**

**Number of officers discipline wise**

S.No.	Discipline	Number of officers
01.	Electrical Engineering	01
02.	Chemical Engineering	01



**ACHIEVEMENT OF TARGETS FOR PRODUCT CERTIFICATION by BO**

**Name of the BO: Jamshedpur Branch Office**

**Period under review: Up to 31 Jan 2018**

**1. ACHIEVEMENT OF TARGETS FOR PRODUCT CERTIFICATION**

<b>Sl. No.</b>	<b>Item</b>	<b>Targets pending as on 25 Nov 2017</b>	<b>Target in numbers proposed to be achieved by the end of Jan 2018</b>	<b>Achievement of the targets in numbers up to Jan 2018</b>	<b>Achievement of the targets for Jan 2018 in percent</b>
1.	Grant of Licence	32	18	12	67%
2.	Surveillance Inspections	230	124	15	12%
3.	Market Samples	37	24	28	117%
4.	All India First licence	Nil		-	-
5.	Pending applications	20	18	12	67%
6.	Licences of mandatory products for which no Surveillance Inspections has been carried out for more than 2 years	36	20	10	50%
7.	Licences of mandatory products for which no market sample has been drawn for 2 years	125	70	18	26%
8.	PDW Licences for which no surveillance inspection has been carried for more than 1 year	5	5	3	60%
9.	Licences for which no surveillance Inspection has been carried out, and no market sample or factory sample has been drawn for more than 2 years.	52	30	22	73%

## 2. Additional information required

### a. Break up of surveillance inspections

<b>Sl. No.</b>	<b>Item</b>	<b>Actual figure for BO</b>
1.	Number of surveillance inspections where performance was assessed as satisfactory	13
2.	Number of surveillance inspections where performance was assessed as unsatisfactory	02
3.	Total number of units visited for surveillance inspections (as one unit may have more than one licence)	10
4.	Number of surveillance inspections where licensee reported no production	01
5.	Number of surveillance inspections where licensee reported no stock	01
6.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done in last 2 years	08
7.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done and no market or factory samples drawn in last 2 years	06
8.	Number of Surveillance Inspections for PDW/PNMW done in units which have not been inspected for last 1 year	02
9.	Total Number of Surveillance Inspections done	15

**b. Break up of samples drawn**

S.No.	Type of sample	Total Number of samples drawn	No of samples drawn for licences where no sample (FS/M S) has been drawn for last 2 years	Number of samples drawn for mandatory products other than PDW/PN MW	Number of samples drawn for PDW/PN MW	Number of samples sent to BIS labs	Number of samples sent to BIS recognized outside labs	No of customer feedbacks considered as market sample	Number samples pending for testing beyond reasonable time
1	Factory Samples	15	09	11	04	15	-	-	NIL
2	Market Samples (excluding hallmarking samples)	24	18	12	07	20	04	04	NIL
3	Applicant Samples	17	NA	08	09	06	11	NIL	NIL
	Total	56	27	31	20	41	15	04	NIL

**c. Application/licence related information**

S.No.	Item	Actual figure for BO
1.	Number of licences under mandatory certification other than PDW/PNMW	137
2.	Number of licences of PDW/PNMW	55
3.	Total Number of licences	55

**d. Lot Inspection**

Sl. NO	Type of Unit	Number of manufacturing units	Average number of days man days spent per week for lot
.			

				inspection	
1	LPG cylinders	1	M/s Sai Cylinder	Jamshedpur ( local )	3 man days /week
		2	M/s Bhalotia Auto Products (Pvt) Limited, Adityapur	Jamshedpur ( local )	2 man days / week
		3	M/s Ginni Industries, Ranchi	Ranchi ( 130km )	1 man day / week
		4	M/s Chandwat Udyog	Madhupur (260km )	1 man day / week
		5	M/s Confidence Petroleum India Ltd	Dhanbad ( 180km )	NIL
		6	M/s Blueflame Industries	Dhanbad ( 180km )	1 man day / week
2	LPG regulators	NIL			
3	LPG valves	NIL			
4	Other cylinders (please specify)	NIL			

**e. Manpower utilization for inspections/audits/CAD/Training/raid/licensee meet/market sample drawal**

SI No (1)	Name of the Officer (2)	Mandays available in month excluding leave taken by officer (3)	Days spent for preliminary / special inspection (4)	Days spent for surveillance inspection (5)	Days spent on Lot inspection (6)	Days spent on CAD/Trg./ Audit/Raid s/ Licensee Meet (7)	Days spent on market sample drawl (including Hallmarking) (8)	% utilization of mandays (9) $\frac{\text{Col(4)+col(5)+col(6)+col(7)+col(8)}}{\text{Col(3)}} \times 100$
1.	Shri S.K. Gupta, (Sc-D)	36	03	04	20	02	Nil	80%
2.	Shri Aabid Hussain (Sc.B)	40	04	06	17	-	01	70%
Total		76	07	10	37	02	01	75%

\*Note- Mandays available may include Saturdays utilized as working days, if any

**Pl also fill table below:**

**Number of officers discipline wise**

<b>S.No</b>	<b>Discipline</b>	<b>Number of officers</b>
1.	MCM	One officer - Mr. Suman Kumar Gupta ( Sc-D )
2.	FCT	One officer - Mr. Aabid Hussain ( Sc-B )

**FORMAT FOR PROVIDING INFORMATION RELATED TO ACHIEVEMENT OF TARGETS  
FOR PRODUCT CERTIFICATION DURING REVIEW OF PERFORMANCE IN ROS/BOS  
MEETING**

**Name of the BO:** KKBO

**Period under review:** Up to 31 Jan 2018

**1. ACHIEVEMENT OF TARGETS FOR PRODUCT CERTIFICATION**

<b>Sl. No.</b>	<b>Item</b>	<b>Targets pending as on 25 Nov 2017</b>	<b>Target in numbers proposed to be achieved by the end of Jan 2018</b>	<b>Achievement of the targets in numbers up to Jan 2018</b>	<b>Achievement of the targets for Jan 2018 in percent</b>
1.	Grant of Licence	88	38	28	74%
2.	Surveillance Inspections	699	336	313	94%
3.	Market Samples	249	224	279	112%( Target achieved )
4.	All India First licence	Against Target of 1, Achievement is 2			200%
5.	Pending applications	76	50		
6.	Licences of mandatory products for which no Surveillance Inspections has been carried out for more than 2 years	76	35	32	91%
7.	Licences of mandatory products for which no market sample has been drawn for 2 years	87	87	73	84%
8.	PDW Licences for which no surveillance inspection has been carried for more than 1 year	33	33	33	100%
9.	Licences for which no surveillance Inspection has been carried out, and no market sample or factory sample has been drawn for more than 2 years.	97	50	45	90%

## 2. Additional information required

### a. Break up of surveillance inspections

Sl. No.	Item	Actual figure for BO
1.	Number of surveillance inspections where performance was assessed as satisfactory	308
2.	Number of surveillance inspections where performance was assessed as unsatisfactory	5
3.	Total number of units visited for surveillance inspections (as one unit may have more than one licence)	132
4.	Number of surveillance inspections where licensee reported no production	23
5.	Number of surveillance inspections where licensee reported no stock	105
6.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done in last 2 years	32
7.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done and no market or factory samples drawn in last 2 years	32
8.	Number of Surveillance Inspections for PDW/PNMW done in units which have not been inspected for last 1 year	33
9.	Total Number of Surveillance Inspections done	313

**b. Break up of samples drawn**

S.No.	Type of sample	Total Number of samples drawn	No of samples drawn for licences where no sample (FS/M S) has been drawn for last 2 years	Number of samples drawn for mandatory products other than PDW/PN MW	Number of samples drawn for PDW/PN MW	Number of samples sent to BIS labs	Number of samples sent to BIS recognized outside labs	No of customer feedbacks considered as market sample	Number samples pending for testing beyond reasonable time
1	Factory Samples	185	110	28	33	110	14	0	0
2	Market Samples (excluding hallmarking samples)	279	73	80	42	78	0	0	0
3	Applicant Samples	89	NA	1	41	40	49	0	0
	Total	553	183	109	116	228	63	0	0

**c. Application/licence related information**

S.No.	Item	Actual figure for BO
1.	Number of licences under mandatory certification other than PDW/PN MW	159
2.	Number of licences of PDW/PN MW	159
3.	Total Number of licences	318

**d. Lot Inspection**

Sl. NO	Type of Unit	Number of manufacturing units	Average number of days mandays spent per week for lot inspection
1	LPG cylinders	8	8
2	LPG regulators	1	1



3	LPG valves	2+2*	4
4	Other cylinders (please specify)	2 ( Hot repair of LPG Cylinders)	2

\* In addition Lot inspection against IS 3224 and 3745

**e. Manpower utilization for inspections/audits/CAD/Training/raid/licensee meet/market sample drawal**

Sl No (1)	Name of the Officer (2)	Mandays available excluding leave taken by officer* (3)	Days spent for preliminary/special inspection (4)	Days spent for surveillance inspection (5)	Days spent on Lot inspection (6)	Days spent on CAD/Trg/Audit/raids Licensee Meet (7)	Days spent on market sample drawal (including Hallmarking) (8)	% utilization of mandays (9) $\frac{[\text{col}(4)+\text{col}(5)+\text{col}(6)+\text{col}(7)+\text{col}(8)] \times 100}{\text{col}(3)}$
1	Anil Kumar	32	4	5	0	0	14	71.8
2	S.K. Datta	32	4	8	6	3	0	65.6
3	Tapas Chakraborty	30	4	12	8	1	1	87
4	N.B. Chakraborty	29	2	10	6	0	0	62
5	Deepak Patra	36	7	11	5	3	4	83.3
6	S. Mukherjee	33	5	10	4	0	7	79
7	Ishita Dalal	30	9	7	9	0	0	83.3
8	Arka Saha	30	6	8	7	3	1	83.3
9	Barun Das	33	2	15	7	0	3	81.8
Total								

\*Note- Mandays available may include Saturdays utilized as working days, if any

**Pl also fill table below:**

**Number of officers discipline wise**

S.No.	Discipline	Number of officers
1	Textiles	01
2	Chemical	01
3	Mechanical	03
4	Electrical	02
5	Metallurgical	01
6	Plastic and Rubber Technology	01



**FORMAT FOR PROVIDING INFORMATION RELATED TO ACHIEVEMENT OF TARGETS  
FOR PRODUCT CERTIFICATION DURING REVIEW OF PERFORMANCE IN ROS/BOS  
MEETING**

**Name of the BO: PTBO**

**Period under review: Up to 31 Jan 2018**

**1. ACHIEVEMENT OF TARGETS FOR PRODUCT CERTIFICATION**

<b>Sl. No.</b>	<b>Item</b>	<b>Targets pending as on 25 Nov 2017</b>	<b>Target in numbers proposed to be achieved by the end of Jan 2018</b>	<b>Achievement of the targets in numbers up to Jan 2018</b>	<b>Achievement of the targets for Jan 2018 in percent</b>
1.	Grant of Licence	36	14	<b>06 (0+6)</b>	<b>43%</b>
2.	Surveillance Inspections	96	50	<b>39 (23+16)</b>	<b>78%</b>
3.	Market Samples	70	20	<b>20 (0 + 20)</b>	<b>100%</b>
4.	All India First licence	01	-	-	-
5.	Pending applications	14	-	-	-
6.	Licences of mandatory products for which no Surveillance Inspections has been carried out for more than 2 years	42	22	<b>38 (22+16)</b>	<b>172%</b>
7.	Licences of mandatory products for which no market sample has been drawn for 2 years	37	17	<b>12 (0+12)</b>	<b>70%</b>
8.	PDW Licences for which no surveillance inspection has been carried for more than 1 year	23	12	<b>16 (9+7)</b>	<b>133%</b>
9.	Licences for which no surveillance Inspection has been carried out, and no market sample or factory sample has been drawn for more than 2 years.	37	20	<b>22 (10+12)</b>	<b>110%</b>

**2. Additional information required**

**a. Break up of surveillance inspections**

<b>Sl. No.</b>	<b>Item</b>	<b>Actual figure for BO</b>
1.	Number of surveillance inspections where performance was assessed as satisfactory	16
2.	Number of surveillance inspections where performance was assessed as unsatisfactory	NIL
3.	Total number of units visited for surveillance inspections (as one unit may have more than one licence)	14
4.	Number of surveillance inspections where licensee reported no production	05
5.	Number of surveillance inspections where licensee reported no stock	04
6.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done in last 2 years	04
7.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done and no market or factory samples drawn in last 2 years	02
8.	Number of Surveillance Inspections for PDW/PNMW done in units which have not been inspected for last 1 year	32
9.	Total Number of Surveillance Inspections done	16

**b. Break up of samples drawn**

S.No.	Type of sample	Total Number of samples drawn	No of samples drawn for licences where no sample (FS/M S) has been drawn for last 2 years	Number of samples drawn for mandatory products other than PDW/PN MW	Number of samples drawn for PDW/PN MW	Number of samples sent to BIS labs	Number of samples sent to BIS recognized outside labs	No of customer feedbacks considered as market sample	Number samples pending for testing beyond reasonable time
1	Factory Samples	07	07	-	05	02	05	-	-
2	Market Samples (excluding hallmarking samples)	20	18	20	08	12	08	-	-
3	Applicant Samples	03	-	-	03	-	03	-	-
	Total	30	25	20	16	14	16	-	-

**c. Application/licence related information**

S.No.	Item	Actual figure for BO
1.	Number of licences under mandatory certification other than PDW/PNMW	61
2.	Number of licences of PDW/PNMW	74
3.	Total Number of licences	316

**d. Lot Inspection**

Sl. NO	Type of Unit	Number of manufacturing units	Average number of days mandays spent per week for lot inspection
1	LPG cylinders	05	09
2	LPG regulators	-	-

3	LPG valves	-	-
4	Other cylinders (please specify)	-	-

**e. Manpower utilization for inspections/audits/CAD/Training/raid/licensee meet/market sample drawal**

Sl No (1)	Name of the Officer (2)	Mandays available excluding leave taken by officer* (3)	Days spent for preliminary/ special inspection (4)	Days spent for surveillance inspection (5)	Days spent on Lot inspection (6)	Days spent on CAD/Trg/ Audit/raids Licensee Meet (7)	Days spent on market sample drawal (including Hallmarking) (8)	% utilization of mandays (9) [col(4)+col(5)+col(6)+col(7)+col(8)]x100/col(3)
1	M K Pramanik	24	01	06	03	03	-	54%**
2	RN Rai	13	02	02	03	-	-	54%**
3	M D Singh	16	-	03	08	02	-	81%
4	Rajiv Ranjan	22	-	05	03	02	01	50%**
Total	04	75	03	16	17	07	01	59%

\*Note- Mandays available may include Saturdays utilized as working days, if any

\*\* These officers when in office were utilized for drawal of Hallmark market sample in the afternoon/evening hours.

Pl also fill table below:

Number of officers discipline wise

S.No.	Discipline	Number of officers
1	Mechanical	2
2	Metallurgical	1
3	Chemistry	1

**FORMAT FOR PROVIDING INFORMATION RELATED TO ACHIEVEMENT OF TARGETS  
FOR PRODUCT CERTIFICATION DURING REVIEW OF PERFORMANCE IN ROS/BOS  
MEETING**

**Name of the BO: RPBO**

**Period under review: 14 Dec 2017 to 31 Jan 2018**

**1. ACHIEVEMENT OF TARGETS FOR PRODUCT CERTIFICATION**

<b>Sl. No.</b>	<b>Item</b>	<b>Targets pending as on 25 Nov 2017</b>	<b>Target in numbers proposed to be achieved by the end of Jan 2018 (Cumulative target for Dec 2017 and Jan 2018)</b>	<b>Achievement of the targets in numbers up to Jan 2018 (Achievement against Cumulative target for Dec 2017 and Jan 2018)</b>	<b>Achievement of the targets for December 2017 in percent (Achievement against Cumulative target for Dec 2017 and Jan 2018)</b>
1.	Grant of Licence	26	15	18	120
2.	Surveillance Inspections	175	115	129	112
3.	Market Samples	98	63	82	130
4.	All India First licence	01*	--	--	--
5.	Pending applications (i.e. Number of applications received as on 31 Jan 2018)	23			
6.	Licences of mandatory products for which no Surveillance Inspections has been carried out for more than 2 years	15	10	09	90
7.	Licences of mandatory products for which no market sample has been drawn for 2 years	10	08	06	75
8.	PDW Licences for which no surveillance inspection has been carried for more than 1 year	05	05	05	100
9.	Licences for which no surveillance Inspection has been carried out, and no	08	06	06	100

	market sample or factory sample has been drawn for more than 2 years.				
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## 2. Additional information required

### a. Break up of surveillance inspections done from 14 Dec 2017 to 31 Jan 2018

Sl. No.	Item	Actual figure for BO
1.	Number of surveillance inspections where performance was assessed as satisfactory	75
2.	Number of surveillance inspections where performance was assessed as unsatisfactory	04
3.	Total number of units visited for surveillance inspections (as one unit may have more than one licence)	44
4.	Number of surveillance inspections where licensee reported no production	25
5.	Number of surveillance inspections where licensee reported no stock	
6.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done in last 2 years	08
7.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done and no market or factory samples drawn in last 2 years	06
8.	Number of Surveillance Inspections for PDW/PNMW done in units which have not been inspected for last 1 year	05
9.	Total Number of Surveillance Inspections done	79



**b. Break up of samples drawn (Cumulative figure for 14 Dec 2017 to 31 Jan 2018)**

S.No.	Type of sample	Total Number of samples drawn	No of samples drawn for licences where no sample (FS/M S) has been drawn for last 2 years	Number of samples drawn for mandatory products other than PDW/PN MW	Number of samples drawn for PDW/PN MW	Number of samples sent to BIS labs	Number of samples sent to BIS recognized outside labs	No of customer feedbacks considered as market sample	Number samples pending for testing beyond reasonable time
1	Factory Samples	54	15	23	08	33	21	--	--
2	Market Samples (excluding hallmarking samples)	58	06	23	19	58	00	00	--
3	Applicant Samples	19	--	00	00	16	03	--	--
	Total	131	21	46	27	107	24	00	--

**c. Application/licence related information**

S.No.	Item	Actual figure for BO
1.	Number of licences under mandatory certification other than PDW/PNMW	259
2.	Number of licences of PDW/PNMW	108
3.	Total Number of licences	707

**d. Lot Inspection**

Sl. NO	Type of Unit	Number of manufacturing units	Average number of days mandays spent per week for lot inspection
1	LPG cylinders	01	03
2	LPG regulators	00	00

3	LPG valves	00	00
4	Other cylinders (please specify)	00	00

**e. Manpower utilization for inspections/audits/CAD/Training/raid/licensee meet/market sample drawal (between 14 Dec 2017 to 31 Jan 2018)**

Sl No (1)	Name of the Officer (2)	Mandays available from 14 Dec 2017 to 31 Jan 2018 excluding leave taken by officer* (3)	Days spent for preliminary/ special inspection (4)	Days spent for surveillance inspection (5)	Days spent on Lot inspection (6)	Days spent on CAD/Trg/Audit/raids Licensee Meet (7)	Days spent on market sample drawal (including Hallmarking) (8)	% utilization of mandays (9) $\frac{[\text{col}(4)+\text{col}(5)+\text{col}(6)+\text{col}(7)+\text{col}(8)] \times 100}{\text{col}(3)}$
1.	AKM	32	05	08	01	02	01	53
2.	SKA	33	02	08	06	02	03	63
3.	KK	33	04	10	02	00	03	57
4.	AS	32	05	08	03	02	01	59
5.	SM	28	02	10	02	00	02	57
Total		158	18	44	14	06	10	58

\*Note- Mandays available may include Saturdays utilized as working days, if any

AKM- Sh. A.K. Maharana- Sc. D, SKA- SK Sayab Ali- Sc. C, KK- Sh. Kaushelendra Kumar- Sc. C, AS- Sh. Anant Saraogi- Sc. B, SM- Sh. Santanab Majumder- Sc. B

**Pl also fill table below:**

**Number of officers discipline wise**

Sl. No.	Discipline	Number of officers
1.	Mechanical	01
2.	Civil	01
3.	Electrical	02 <sup>#</sup>
4.	Micro-Biology	01

# One officer, Mr. SK Sayab Ali, Sc. C will superannuate on 31<sup>st</sup> July 2018.

**FORMAT FOR PROVIDING INFORMATION RELATED TO ACHIEVEMENT OF TARGETS  
FOR PRODUCT CERTIFICATION DURING REVIEW OF PERFORMANCE IN ROS/BOS  
MEETING**

**Name of the BO: CHBO-II**

**Period under review: UPTO 31 Jan 2018**

**1. ACHIEVEMENT OF TARGETS FOR PRODUCT CERTIFICATION**

<b>Sl. No.</b>	<b>Item</b>	<b>Targets pending as on 25 Nov 2017</b>	<b>Target in numbers proposed to be achieved by the end of Jan 2018 (Cumulative target upto 31 Jan 2018)</b>	<b>Achievement of the targets in numbers up to Jan 2018 (Achievement against Cumulative target upto 31 Jan 2018)</b>	<b>Achievement of the targets for December 2017 in percent (Achievement against Cumulative target upto 31 Jan 2018)</b>
1.	Grant of Licence	60	30	25	83.3%
2.	Surveillance Inspections	138	80	106	> 100%
3.	Market Samples	34	20	34	> 100%
4.	All India First licence	NA	NA	NA	NA
5.	Pending applications (i.e. Number of applications received as on 31 Jan 2018)	54+6	30	25	83.3%
6.	Licences of mandatory products for which no Surveillance Inspections has been carried out for more than 2 years	16	11	15	> 100%
7.	Licences of mandatory products for which no market sample has been drawn for 2 years	29	8	16 <b>(Out of 29, • for 11 licenses, MS could not be drawn in view of no production since about last 2 yrs • 2 Licences expired)</b>	> 100%

8.	PDW Licences for which no surveillance inspection has been carried for more than 1 year	15	5	9	> 100%
9.	Licences for which no surveillance Inspection has been carried out, and no market sample or factory sample has been drawn for more than 2 years.	17	10	16	> 100%

## 2. Additional information required

### a. Break up of surveillance inspections done UPTO 31 Jan 2018

Sl. No.	Item	Actual figure for BO
1.	Number of surveillance inspections where performance was assessed as satisfactory	103
2.	Number of surveillance inspections where performance was assessed as unsatisfactory	3
3.	Total number of units visited for surveillance inspections (as one unit may have more than one licence)	82
4.	Number of surveillance inspections where licensee reported no production	3
5.	Number of surveillance inspections where licensee reported no stock	27
6.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done in last 2 years	15
7.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done and no market or factory samples drawn in last 2 years	11
8.	Number of Surveillance Inspections for PDW/PNMW done in units which have not been inspected for last 1 year	9
9.	Total Number of Surveillance Inspections done	106

**b. Break up of samples drawn (Cumulative figure UPTO 31 Jan 2018)**

S.No.	Type of sample	Total Number of samples drawn	No of samples drawn for licences where no sample (FS/MS) has been drawn for last 2 years	Number of samples drawn for mandatory products other than PDW/PNMW	Number of samples drawn for PDW/PNMW	Number of samples sent to BIS labs	Number of samples sent to BIS recognized outside labs	No of customer feedbacks considered as market sample	Number samples pending for testing beyond reasonable time
1	Factory Samples	70	18	26	19	59	11	-	
2	Market Samples (excluding hallmarking samples)	21	8	5	8	18	3	13	
3	Applicant Samples	27	-	5	7	19	8	-	3*
	Total	118	26	36	34	96	22	13	3*

**\* The following priority samples are pending as under:**

- 1. Plain Copier Paper as per IS 14490:1997 bearing code numbers CHBO-II/DK/20170922/AS/2 and 4 is pending from IIP, Mumbai**
- 2. CHBO(FCT)/DK/20160322/PR/1 for Decorative Laminated Sheets as per IS 2046:1995 is pending from NTH Ghaziabad**
- 3. CHBO-II/PKC/20170330/CS/1 for Bromine Technical pending with CL, Sahibabad**

**c. Application/licence related information**

S.No.	Item	Actual figure for BO
1.	Number of licences under mandatory certification other than PDW/PNMW	122
2.	Number of licences of PDW/PNMW	60
3.	Total Number of licences	429

**d. Lot Inspection**

Sl. NO.	Type of Unit	Number of manufacturing units	Average number of days mandays spent per week for lot inspection
1	LPG cylinders	NIL	
2	LPG regulators	NIL	
3	LPG valves	NIL	
4	Other cylinders (please specify)	NIL	

**e. Manpower utilization for inspections/audits/CAD/Training/raid/licensee meet/market sample drawal (between 14 Dec 2017 to 31 Jan 2018)**

Sl No (1)	Name of the Officer (2)	Mandays available from 14 Dec 2017 to 31 Jan 2018 excluding leave taken by officer* (3)	Days spent for preliminary/ special inspection (4)	Days spent for surveillance inspection (5)	Days spent on Lot inspection (6)	Days spent on CAD/Trg/Audit/raids Licensee Meet (7)	Days spent on market sample drawal (including Hallmarking) (8)	% utilization of mandays (9) $\frac{[\text{col}(4)+\text{col}(5)+\text{col}(6)+\text{col}(7)+\text{col}(8)] \times 100}{\text{col}(3)}$
1	V.V Singh	34	8	18	NIL	-	-	76.4%
2	Deepak Kumar	38	7	20	NIL	-	2	76.3%
3	Pravir K Choubey	35	11	15	NIL	-	1	77.1%
Total		107	26	53			3	76.7%

\*Note- Mandays available may include Saturdays utilized as working days, if any

**Pl also fill table below:**

Number of officers discipline wise

S.No.	Discipline	Number of officers
1	Mechanical	2
2	Chemical	1

**FORMAT FOR PROVIDING INFORMATION RELATED TO ACHIEVEMENT OF TARGETS  
FOR PRODUCT CERTIFICATION DURING REVIEW OF PERFORMANCE IN ROS/BOS  
MEETING**

**Name of the BO: CHBO-I**

**Period under review: Up to 31 Jan 2018**

**1. ACHIEVEMENT OF TARGETS FOR PRODUCT CERTIFICATION**

<b>Sl. No.</b>	<b>Item</b>	<b>Targets pending as on 25 Nov 2017</b>	<b>Target in numbers proposed to be achieved by the end of Jan 2018 (Cumulative target for 14 Dec 2017 to 31 Jan 2018)</b>	<b>Achievement of the targets in numbers up to Jan 2018 (Achievement against Cumulative target up to 31 Jan 2018)</b>	<b>Achievement of the targets up to Jan 2018 in percent (Achievement against Cumulative target up to 31 Jan 2018)</b>
1.	Grant of Licence	61	32	39	122
2.	Surveillance Inspections	558	140	116	83
3.	Market Samples	173	87	105	121
4.	All India First licence	-	-	-	-
5.	Pending applications (i.e. Number of applications received as on 31 Jan 2018)	75	38	39	102.6
6.	Licences of mandatory products for which no Surveillance Inspections has been carried out for more than 2 years	110	55	80	145.5
7.	Licences of mandatory products for which no market sample has been drawn for 2 years	112	56	49	87.5
8.	PDW Licences for which no surveillance inspection has been carried for more than 1 year	-	-	-	-
9.	Licences for which no surveillance Inspection has been carried out, and no market sample or factory sample has been drawn for more than 2 years.	591	148	105	71

**2. Additional information required**

**a. Break up of surveillance inspections done up to 31 Jan 2018**

<b>Sl. No.</b>	<b>Item</b>	<b>Actual figure for BO</b>
1.	Number of surveillance inspections where performance was assessed as satisfactory	95
2.	Number of surveillance inspections where performance was assessed as unsatisfactory	21
3.	Total number of units visited for surveillance inspections (as one unit may have more than one licence)	78
4.	Number of surveillance inspections where licensee reported no production	8
5.	Number of surveillance inspections where licensee reported no stock	14
6.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done in last 2 years	80
7.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done and no market or factory samples drawn in last 2 years	96
8.	Number of Surveillance Inspections for PDW/PNMW done in units which have not been inspected for last 1 year	0
9.	Total Number of Surveillance Inspections done	116



**b. Break up of samples drawn (Cumulative figure up to 31 Jan 2018)**

S.No.	Type of sample	Total Number of samples drawn	No of samples drawn for licences where no sample (FS/MS) has been drawn for last 2 years	Number of samples drawn for mandatory products other than PDW/PNMW	Number of samples drawn for PDW/PNMW	Number of samples sent to BIS labs	Number of samples sent to BIS recognized outside labs	No of customer feedbacks considered as market sample	Number samples pending for testing beyond reasonable time
1	Factory Samples	102	102	94	-	93	9	-	-
2	Market Samples (excluding hallmarking samples)	70 (excluding feedback)	67 (including feedback)	49 (including feedback)	-	68	2	35	-
3	Applicant Samples	34	-	-	-	32	2	-	-
	Total	206			-	193	13	35	-

**c. Application/licence related information**

S.No.	Item	Actual figure for BO
1.	Number of licences under mandatory certification other than PDW/PNMW	193
2.	Number of licences of PDW/PNMW	-
3.	Total Number of licences	1828

**Officer = 6+1(On leave)+Head**

**d. Lot Inspection**

Sl. NO	Type of Unit	Number of manufacturing units	Average number of days mandays spent per week for lot inspection
1	LPG cylinders	7	5
2	LPG regulators	2	2
3	LPG valves	4	5
4	Other	2	2

	cylinders (please specify)		
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**e. Manpower utilization for inspections/audits/CAD/Training/raid/licensee meet/market sample drawal (up to 31 Jan 2018)**

SI No (1)	Name of the Officer (2)	Mandays available from 14 Dec 2017 to 31 Jan 2018 excluding leave taken by officer* (3)	Days spent for preliminary/ special inspection (4)	Days spent for surveillance inspection (5)	Days spent on Lot inspection (6)	Days spent on CAD/Trg/Audit/raids Licensee Meet (7)	Days spent on market sample drawal (including Hallmarking) (8)	% utilization of mandays (9) [col(4)+col(5)+col(6)+col(7)+col(8)]x100/col(3)
	RL	46	9	14	10	4	-	80.4
	BS	45	14	10	11	1	-	80.0
	KA	48	12	15	10	2	-	81.3
	JK	0	-	-	-	-	-	-
	RK	40	14	10	3	4	-	77.5
	PA	49	14	14	14	-	-	85.7
	SV	46	10	19	11	-	-	87.0
Total		274	73	82	59	11	0	82.1

\*Note- Mandays available may include Saturdays utilized as working days, if any

**Pl also fill table below:**

**Number of officers discipline wise**

S.No.	Discipline	Number of officers
1	Mechanical	4
2	Electrical	2
3	Civil	1

**FORMAT FOR PROVIDING INFORMATION RELATED TO ACHIEVEMENT OF TARGETS  
FOR PRODUCT CERTIFICATION DURING REVIEW OF PERFORMANCE IN ROS/BOS  
MEETING**

**Name of the BO: HPBO, Parwanoo**

**Period under review: 14 Dec 2017 to 31 Jan 2018**

**1. ACHIEVEMENT OF TARGETS FOR PRODUCT CERTIFICATION**

<b>Sl. No.</b>	<b>Item</b>	<b>Targets pending as on 25 Nov 2017</b>	<b>Target in numbers proposed to be achieved by the end of Jan 2018 (Cumulative target for 14 Dec 2017 to 31 Jan 2018)</b>	<b>Achievement of the targets in numbers up to Jan 2018 (Achievement against Cumulative target for 14 Dec 2017 to 31 Jan 2018)</b>	<b>Achievement of the targets for December 2017 in percent (Achievement against Cumulative target for 14 Dec 2017 to 31 Jan 2018)</b>
1.	Grant of Licence	30	15	9	60%
2.	Surveillance Inspections	265	130	130	100%
3.	Market Samples	127	70	75	107%
4.	All India First licence	01	0	-	-
5.	Pending applications (i.e. Number of applications received as on 31 Jan 2018)	20	14	10	72%
6.	Licences of mandatory products for which no Surveillance Inspections has been carried out for more than 2 years	90	50	42	84%
7.	Licences of mandatory products for which no market sample has been drawn for 2 years	99##	50	22	44%
8.	PDW Licences for which no surveillance inspection has been carried for more than 1 year	04	03	02	67%
9.	Licences for which no surveillance Inspection has been carried out, and no market sample or factory sample has been drawn for more than 2 years.	193	101	61	61%

##- For IS 2830 (10 lic), product is self consumed as RM for IS 1786 and IS 2062; for IS 3196(l)- 14 and 9798-01, MS not drawn as it is supplied to oil companies directly

by issuance of TCs; for transformer (04) and X-ray M/c (01), MS can not be drawn due to bulky nature. Efforts are given to get the market feedback in the said 30 cases.

## 2. Additional information required

### a. Break up of surveillance inspections done from 14 Dec 2017 to 31 Jan 2018

Sl. No.	Item	Actual figure for BO
1.	Number of surveillance inspections where performance was assessed as satisfactory	110
2.	Number of surveillance inspections where performance was assessed as unsatisfactory	20
3.	Total number of units visited for surveillance inspections (as one unit may have more than one licence)	60
4.	Number of surveillance inspections where licensee reported no production	19
5.	Number of surveillance inspections where licensee reported no stock	27
6.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done in last 2 years	42
7.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done and no market or factory samples drawn in last 2 years	22
8.	Number of Surveillance Inspections for PDW/PNMW done in units which have not been inspected for last 1 year	02
9.	Total Number of Surveillance Inspections done	130

**b. Break up of samples drawn (Cumulative figure for 14 Dec 2017 to 31 Jan 2018)**

S.No.	Type of sample	Total Number of samples drawn	No of samples drawn for licences where no sample (FS/M S) has been drawn for last 2 years	Number of samples drawn for mandatory products other than PDW/PNMW	Number of samples drawn for PDW/PNMW	Number of samples sent to BIS labs	Number of samples sent to BIS recognized outside labs	No of customer feedbacks considered as market sample	Number samples pending for testing beyond reasonable time
1	Factory Samples	76	18	52	-	71	5	-	-
2	Market Samples (excluding hallmarking samples)	75	28	31	14	67	8	-	-
3	Applicant Samples	6	-	4	-	06	-	-	-
	<b>Total</b>	<b>157</b>	<b>46</b>	<b>87</b>	<b>14</b>	<b>144</b>	<b>13</b>	<b>-</b>	<b>-</b>

**c. Application/licence related information**

S.No.	Item	Actual figure for BO
1.	Number of licences under mandatory certification other than PDW/PNMW	216
2.	Number of licences of PDW/PNMW	26
3.	Total Number of licences	242

**d. Lot Inspection**

Sl. NO.	Type of Unit	Number of manufacturing units	Average number of days mandays spent per week for lot inspection*
1	LPG cylinders	17	12
2	LPG regulators	03	02
3	LPG valves	05	02
4	Other cylinders (please specify)	-	-

\*Status is given as on date. It varies depending on order.

Further it may be noted that (i) For 2 LPG cylinders units (2 mandays per week), visits are carried out by DHBO as they are at long distance and (ii) 3LPG cylinder units, 2 LPG valves units and 1 LPG Regulators units (5 mandays per week) are not under production at present.

**e. Manpower utilization for inspections/audits/CAD/Training/raid/licensee meet/market sample drawal (between 14 Dec 2017 to 31 Jan 2018)**

SI No (1)	Name of the Officer (2)	Mandays available from 14 Dec 2017 to 31 Jan 2018 excluding leave taken by officer* (3)	Days spent for preliminary/ special inspection (4)	Days spent for surveillance inspection (5)	Days spent on Lot inspection (6)	Days spent on CAD/Trg/Audit/raids Licensee Meet (7)	Days spent on market sample drawal (including Hallmarking) (8)	% utilization of mandays (9) $\frac{[\text{col}(4)+\text{col}(5)+\text{col}(6)+\text{col}(7)+\text{col}(8)] \times 100}{\text{col}(3)}$
1	KCJ	33	01	13	12	-	2	84.84%
2	GS	32	01	6	13	2	1	71.80%
3	MSJ	31	01	10	12	-	2	80.64%
4	SK	24	02	8	10	-	-	83.33%
5	LT	27	04	5	13	-	1	85.18%
6	RSM	27	03	10	9	-	1	85.18%
Total	HPBO	174	12	52	69	2	7	81.6%

\*Note- Mandays available may include Saturdays utilized as working days, if any

**Pl also fill table below:**

**Number of officers discipline wise**

S.No.	Discipline	Number of officers
1	Food Tech	01
2	Chemistry	02
3	Mech Engg	02
4	Civil Engg	01

**FORMAT FOR PROVIDING INFORMATION RELATED TO ACHIEVEMENT OF TARGETS  
FOR PRODUCT CERTIFICATION DURING REVIEW OF PERFORMANCE IN ROS/BOS  
MEETING**

**Name of the BO: HRBO**

**Period under review: Up to 31 Jan 2018**

**1. ACHIEVEMENT OF TARGETS FOR PRODUCT CERTIFICATION**

<b>Sl. No.</b>	<b>Item</b>	<b>Targets pending as on 25 Nov 2017</b>	<b>Target in numbers proposed to be achieved by the end of Jan 2018</b>	<b>Achievement of the targets in numbers up to Jan 2018</b>	<b>Achievement of the targets for Jan 2018 in percent</b>
1.	Grant of Licence	19	38	66	174%
2.	Surveillance Inspections	427	120	139	116%
3.	Market Samples	157	78	78	100%
4.	All India First licence	1	-	-	-
5.	Pending applications	172	38	66	174%
6.	Licences of mandatory products for which no Surveillance Inspections has been carried out for more than 2 years	30	18	16	89%
7.	Licences of mandatory products for which no market sample has been drawn for 2 years	47	23	16	70%
8.	PDW Licences for which no surveillance inspection has been carried for more than 1 year	12	8	5	63%
9.	Licences for which no surveillance Inspection has been carried out, and no market sample or factory sample has been drawn for more than 2 years.	228	102	90	88%

**2. Additional information required**

**a. Break up of surveillance inspections**

<b>Sl. No.</b>	<b>Item</b>	<b>Actual figure for BO</b>
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1.	Number of surveillance inspections where performance was assessed as satisfactory	108
2.	Number of surveillance inspections where performance was assessed as unsatisfactory	31
3.	Total number of units visited for surveillance inspections (as one unit may have more than one licence)	78
4.	Number of surveillance inspections where licensee reported no production	6
5.	Number of surveillance inspections where licensee reported no stock	46
6.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done in last 2 years	11
7.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done and no market or factory samples drawn in last 2 years	11
8.	Number of Surveillance Inspections for PDW/PNMW done in units which have not been inspected for last 1 year	1
9.	Total Number of Surveillance Inspections done	139

**b. Break up of samples drawn**

S. No.	Type of sample	Total Number of samples drawn	No of samples drawn for licences where no sample (FS/MS) has been drawn for last 2 years	Number of samples drawn for mandatory products other than PDW/PNMW	Number of samples drawn for PDW/PNMW	Number of samples sent to BIS labs	Number of samples sent to BIS recognized outside labs	No of customer feedbacks considered as market sample	Number samples pending for testing beyond reasonable time
1	Factory Samples	83	61	7	4	79	4	0	-
2	Market Samples (excluding hallmarking samples)	70	18	13	14	63	7	8	-
3	Applicant Samples	72	-	-	14	63	9	-	-
	Total								

**c. Application/licence related information**



S.No.	Item	Actual figure for BO
1.	Number of licences under mandatory certification other than PDW/PNMW	135
2.	Number of licences of PDW/PNMW	27
3.	Total Number of licences	1366

**d. Lot Inspection**

Sl. NO.	Type of Unit	Number of manufacturing units	Average number of days mandays spent per week for lot inspection
1	LPG cylinders	3	3
2	LPG regulators	3	3
3	LPG valves	3	3
4	Other cylinders (please specify)	1	0.25

e. Manpower utilization for inspections/audits/CAD/Training/raid/licensee meet/market sample drawl(between 14 Dec 2017 to 31 Jan 2018)

Sl No (1)	Name of the Officer (2)	Mandays available excluding leave taken by officer* (3)	Days spent for preliminary/special inspection (4)	Days spent for surveillance inspection (5)	Days spent on Lot inspection (6)	Days spent on CAD/Trg/Audit/raids Licensee Meet (7)	Days spent on market sample drawal (including Hallmarking) (8)	% utilization of mandays $\frac{[\text{col}(4)+\text{col}(5)+\text{col}(6)+\text{col}(7)+\text{col}(8)] \times 100}{\text{col}(3)}$ (9)
1	Sh,Parveen Kumar, Sc-E	30	10	6	4	1	0	70%
2	Sh.Manish Kumar,Sc-D	32	8	9	6	1	0	75%
3	Sh.Kush Sharma, Sc-C	31	8	9	6	3	0	84%
4	Sh.Inder Pal, Sc-B	36	15	14	4	0	0	92%
5	Km.Surabhi Araya	31	5	9	4	3	1	71%
	Total	157	42	36	23	8	1	70%

\*Note- Mandays available may include Saturdays utilized as working days, if any

**Pl also fill table below:**

**Number of officers discipline wise**

<b>S.No.</b>	<b>Discipline</b>	<b>Number of officers</b>
1	Electrical	3
2	Mechanical	2

**FORMAT FOR PROVIDING INFORMATION RELATED TO ACHIEVEMENT OF TARGETS  
FOR PRODUCT CERTIFICATION DURING REVIEW OF PERFORMANCE IN ROS/BOS  
MEETING**

**Name of the BO: JKBO**

**Period under review: 14 Dec 2017 to 31 Jan 2018**

**1. ACHIEVEMENT OF TARGETS FOR PRODUCT CERTIFICATION**

<b>Sl. No.</b>	<b>Item</b>	<b>Targets pending as on 25 Nov 2017</b>	<b>Target in numbers proposed to be achieved by the end of Jan 2018 (Cumulative target for 14 Dec 2017 to 31 Jan 2018)</b>	<b>Achievement of the targets in numbers up to Jan 2018 (Achievement against Cumulative target for 14 Dec 2017 to 31 Jan 2018)</b>	<b>Achievement of the targets for December 2017 in percent (Achievement against Cumulative target for 14 Dec 2017 to 31 Jan 2018)</b>
1.	Grant of Licence	4	2	4	100%
2.	Surveillance Inspections	75	35	23	66%
3.	Market Samples	16	8	11	137%
4.	All India First licence	-	-	-	-
5.	Pending applications (i.e. Number of applications received as on 31 Jan 2018)	6	4	4	100%
6.	Licences of mandatory products for which no Surveillance Inspections has been carried out for more than 2 years	43	13	12	92%
7.	Licences of mandatory products for which no market sample has been drawn for 2 years	65	10	4	40%
8.	PDW Licences for which no surveillance inspection has been carried for more than 1 year	19	8	0	0
9.	Licences for which no surveillance Inspection has been carried out, and no	90	10	10	100%

market sample or factory sample has been drawn for more than 2 years.				
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## 2. Additional information required

### a. Break up of surveillance inspections done from 14 Dec 2017 to 31 Jan 2018

Sl. No.	Item	Actual figure for BO
1.	Number of surveillance inspections where performance was assessed as satisfactory	11
2.	Number of surveillance inspections where performance was assessed as unsatisfactory	12
3.	Total number of units visited for surveillance inspections (as one unit may have more than one licence)	16
4.	Number of surveillance inspections where licensee reported no production	2
5.	Number of surveillance inspections where licensee reported no stock	5
6.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done in last 2 years	12
7.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done and no market or factory samples drawn in last 2 years	10
8.	Number of Surveillance Inspections for PDW/PNMW done in units which have not been inspected for last 1 year	0
9.	Total Number of Surveillance Inspections done	23

**b. Break up of samples drawn (Cumulative figure for 14 Dec 2017 to 31 Jan 2018)**

S.No.	Type of sample	Total Number of samples drawn	No of samples drawn for licences where no sample (FS/M S) has been drawn for last 2 years	Number of samples drawn for mandatory products other than PDW/PN MW	Number of samples drawn for PDW/PN MW	Number of samples sent to BIS labs	Number of samples sent to BIS recognized outside labs	No of customer feedbacks considered as market sample	Number samples pending for testing beyond reasonable time
1	Factory Samples	24	18	17	0	24	0	0	0
2	Market Samples (excluding hallmarking samples)	7	7	7	0	7	0	0	0
3	Applicant Samples	9	-	0	6	6	3	0	0
	Total	40	25	24	6	37	3	0	0

**c. Application/licence related information**

S.No.	Item	Actual figure for BO
1.	Number of licences under mandatory certification other than PDW/PNMW	83
2.	Number of licences of PDW/PNMW	30
3.	Total Number of licences	113

**d. Lot Inspection – NOT APPLICABLE**

Sl. NO	Type of Unit	Number of manufacturing units	Average number of days mandays spent per week for lot inspection
.			

1	LPG cylinders		
2	LPG regulators		
3	LPG valves		
4	Other cylinders (please specify)		

e. Manpower utilization for inspections/audits/CAD/Training/raid/licensee meet/market sample drawal (between 14 Dec 2017 to 31 Jan 2018)

Sl No (1)	Name of the Officer (2)	Mandays available from 14 Dec 2017 to 31 Jan 2018 excluding leave taken by officer* (3)	Days spent for preliminary/ special inspection (4)	Days spent for surveillance inspection (5)	Days spent on Lot inspection (6)	Days spent on CAD/Trg/Audit/raids Licensee Meet (7)	Days spent on market sample drawal (including Hallmarking) (8)	% utilization of mandays (9) [col(4)+col(5)+col(6)+col(7)+col(8)]x100/col(3)
1	Neha Kumari	28	2	9	-	1	1	47%
2	Sahil Bhatia	17	4	4	-	1	-	53%
Total		45	6	13	-	2	1	49%

\*Note- Mandays available may include Saturdays utilized as working days, if any

**Pl also fill table below:**

**Number of officers discipline wise**

S.No.	Discipline	Number of officers
1	Food Technology	One

**FORMAT FOR PROVIDING INFORMATION RELATED TO ACHIEVEMENT OF TARGETS  
FOR PRODUCT CERTIFICATION DURING REVIEW OF PERFORMANCE IN ROS/BOS  
MEETING**

**Name of the BO:**

**Period under review:** 14 Dec 2017 to 31 Jan 2018

**1. ACHIEVEMENT OF TARGETS FOR PRODUCT CERTIFICATION**

<b>Sl. No.</b>	<b>Item</b>	<b>Targets pending as on 25 Nov 2017</b>	<b>Target in numbers proposed to be achieved by the end of Jan 2018 (Cumulative target for 14 Dec 2017 to 31 Jan 2018)</b>	<b>Achievement of the targets in numbers up to Jan 2018 (Achievement against Cumulative target for 14 Dec 2017 to 31 Jan 2018)</b>	<b>Achievement of the targets for December 2017 in percent (Achievement against Cumulative target for 14 Dec 2017 to 31 Jan 2018)</b>
1.	Grant of Licence	77	42	28	67
2.	Surveillance Inspections	253	140	147	105
3.	Market Samples	153	80	65	82
4.	All India First licence	1	-	-	-
5.	Pending applications (i.e. Number of applications received as on 31 Jan 2018)	27 + 22 (Beyond time norms)	14 (Beyond time norms)	11	79
6.	Licences of mandatory products for which no Surveillance Inspections has been carried out for more than 2 years	112	60	45	75
7.	Licences of mandatory products for which no market sample has been drawn for 2 years	37	20	8	40
8.	PDW Licences for which no surveillance inspection has been carried for more than 1 year	25	17	13	77

9.	Licences for which no surveillance Inspection has been carried out, and no market sample or factory sample has been drawn for more than 2 years.	30	20	21	105
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## 2. Additional information required

### a. Break up of surveillance inspections done from 14 Dec 2017 to 31 Jan 2018

Sl. No.	Item	Actual figure for BO
1.	Number of surveillance inspections where performance was assessed as satisfactory	<b>56</b>
2.	Number of surveillance inspections where performance was assessed as unsatisfactory	<b>21</b>
3.	Total number of units visited for surveillance inspections (as one unit may have more than one licence)	<b>53</b>
4.	Number of surveillance inspections where licensee reported no production	<b>5</b>
5.	Number of surveillance inspections where licensee reported no stock	<b>15</b>
6.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done in last 2 years	<b>23</b>
7.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done and no market or factory samples drawn in last 2 years	<b>10</b>
8.	Number of Surveillance Inspections for PDW/PNMW done in units which have not been inspected for last 1 year	<b>7</b>
9.	Total Number of Surveillance Inspections done	<b>77</b>



**b. Break up of samples drawn (Cumulative figure for 14 Dec 2017 to 31 Jan 2018)**

S.No.	Type of sample	Total Number of samples drawn	No of samples drawn for licences where no sample (FS/MS) has been drawn for last 2 years	Number of samples drawn for mandatory products other than PDW/PNMW	Number of samples drawn for PDW/PNMW	Number of samples sent to BIS labs	Number of samples sent to BIS recognized outside labs	No of customer feedbacks considered as market sample	Number samples pending for testing beyond reasonable time
1	Factory Samples	53	13	6	4	45	8	0	0
2	Market Samples (excluding hallmarking samples)	65	2	36	22	40	25	0	0
3	Applicant Samples	38	0	0	22	16	22	0	0
	Total	156	15	42	48	101	55	0	0

**c. Application/licence related information**

S.No.	Item	Actual figure for BO
1.	Number of licences under mandatory certification other than PDW/PNMW	125
2.	Number of licences of PDW/PNMW	139
3.	Total Number of licences	984

**d. Lot Inspection**

Sl. NO.	Type of Unit	Number of manufacturing units	Average number of days mandays spent per week for lot inspection
1	LPG cylinders	0	0
2	LPG regulators	2	2
3	LPG valves	3	3

4	Other cylinders (please specify)	<b>1</b> (IS 7285 Part 1)	<b>0</b>
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**e. Manpower utilization for inspections/audits/CAD/Training/raid/licensee meet/market sample drawal (between 14 Dec 2017 to 31 Jan 2018)**

Sl No (1)	Name of the Officer (2)	Mandays available from 14 Dec 2017 to 31 Jan 2018 excluding leave taken by officer* (3)	Days spent for preliminary/special inspection (4)	Days spent for surveillance inspection (5)	Days spent on Lot inspection (6)	Days spent on CAD/Trg /Audit/raids Licensee Meet (7)	Days spent on market sample drawal (including Hallmarking) (8)	% utilization of mandays (9) [col(4)+col(5)+col(6)+col(7)+col(8)]x100/col(3)
1	Sh P N Yadav, Sc C	29	4	12	5	0	3	83
2	Sh S K Pandey, Sc C	31	3	8	6	2	0	62
3	Sh D K Yadav, Sc B	22	2	4	0	2	3	50
4	Sh Ajay Maurya, Sc B	30	3	7	4	2	1	57
5	Sh Shubham Tiwari, Sc B	32	1	5	4	0	1	34
6	Sh Mohit Meena, Sc B	32	7	7	2	0	2	56
7	Ms Deepti Budiya, Sc B	32	8	8	1	0	1	57
Total								

\*Note- Mandays available may include Saturdays utilized as working days, if any

**Pl also fill table below:**

**Number of officers discipline wise**

S.No.	Discipline	Number of officers
1.	Mechanical Engineering	<b>3</b>
2.	Electrical Engineering	<b>2</b>
3.	Metallurgical Engineering	<b>1</b>
4.	Chemical Engineering	<b>1</b>



## 1. ACHIEVEMENT FOR TARGETS FOR PRODUCT CERTIFICATION

**BO: VZBO**

**Period under review: Upto 31 Jan 2018**

Sl.No	ITEM	Targets pending as on 25 Nov 2017	Target in numbers proposed to be achieved by the end of Jan 2018	Achievement of the targets in numbers up to Jan 2018	Achievement of the targets for Jan 2018 in percent
1	Grant of Licence	40	<b>22</b>	17	77
2	Surveillance Inspections	106	<b>57</b>	47	82
3	Market Samples	274	<b>90</b>	186	207
4	All India First Licence	NIL	NIL	NIL	NIL
5	Pending applications (i.e. Number of applications received as on 31 Jan 2018)	11	–	10	–
6	Licences of mandatory products for which no Surveillance Inspection has been carried out for more than 2 years	1	<b>1</b>	1	100
7	Licences of mandatory products for which no Market Sample has been drawn for more than 2 years	55	<b>12</b>	22	183
8	PDW Licences for which no Surveillance Inspections has been carried for more than 1 year	3	<b>1</b>	1	100
9	Licences for which no Surveillance Inspection, no Market Sample and no Factory Sample has been drawn for more than 2 years	3	<b>3</b>	2	67



**1. ACHIEVEMENT FOR TARGETS FOR PRODUCT CERTIFICATION****BO: KOBO****Period under review: Upto 31 Jan 2018**

<b>Sl.No</b>	<b>ITEM</b>	<b>Targets pending as on 25 Nov 2017</b>	<b>Target in numbers proposed to be achieved by the end of Jan 2018</b>	<b>Achievement of the targets in numbers up to Jan 2018</b>	<b>Achievement of the targets for Jan 2018 in percent</b>
1	Grant of Licence	56	<b>26</b>	14	54
2	Surveillance Inspections	266	<b>146</b>	123	84
3	Market Samples	244	<b>195</b>	227	116
4	All India First Licence	Nil	NIL	NIL	NIL
5	Pending applications (i.e. Number of applications received as on 31 Jan 2018)	33	-	-	-
6	Licences of mandatory products for which no Surveillance Inspection has been carried out for more than 2 years	149	<b>70</b>	50	71
7	Licences of mandatory products for which no Market Sample has been drawn for more than 2 years	30	<b>20</b>	15	75
8	PDW Licences for which no Surveillance Inspections has been carried for more than 1 year	130	<b>65</b>	21	32
9	Licences for which no Surveillance Inspection, no Market Sample and no Factory Sample has been drawn for more than 2 years	297	<b>160</b>	176	110

ontd.)

## 1. ACHIEVEMENT FOR TARGETS FOR PRODUCT CERTIFICATION

BO: CBTO

Period under review: Upto 31 Jan 2018

Sl.No	ITEM	Targets pending as on 25 Nov 2017	Target in numbers proposed to be achieved by the end of Jan 2018	Achievement of the targets in numbers up to Jan 2018	Achievement of the targets for Jan 2018 in percent
1	Grant of Licence	32	<b>16</b>	19	119
2	Surveillance Inspections	256	<b>128</b>	145	113
3	Market Samples	194	<b>97</b>	178	184
4	All India First Licence	NIL	<b>NIL</b>	NIL	NIL
5	Pending applications (i.e. Number of applications received as on 31 Jan 2018)	15			
6	Licences of mandatory products for which no Surveillance Inspection has been carried out for more than 2 years	14	<b>8</b>	14	175
7	Licences of mandatory products for which no Market Sample has been drawn for more than 2 years	54	<b>27</b>	49	181
8	PDW Licences for which no Surveillance Inspections has been carried for more than 1 year	12	<b>8</b>	12	150
9	Licences for which no Surveillance Inspection, no Market Sample and no Factory Sample has been drawn for more than 2 years	48	<b>24</b>	48	200



**Annex.-4 (Contd.)**

## 1. ACHIEVEMENT FOR TARGETS FOR PRODUCT CERTIFICATION

BO: CNBO - I

Period under review: Upto 31 Jan 2018

Sl.No	ITEM	Targets pending as on 25 Nov 2017	Target in numbers proposed to be achieved by the end of Jan 2018	Achievement of the targets in numbers up to Jan 2018	Achievement of the targets for Jan 2018 in percent
1	Grant of Licence	31	<b>16</b>	22	137
2	Surveillance Inspections	253	<b>140</b>	166	118
3	Market Samples	241	<b>130</b>	200	153
4	All India First Licence	NIL	<b>NIL</b>	NIL	NIL
5	Pending applications (i.e. Number of applications received as on 31 Jan 2018)	30	<b>16</b>	22	137
6	Licences of mandatory products for which no Surveillance Inspection has been carried out for more than 2 years	90	<b>50</b>	55	110
7	Licences of mandatory products for which no Market Sample has been drawn for more than 2 years	196	<b>110</b>	112	101
8	PDW Licences for which no Surveillance Inspections has been carried for more than 1 year	NA	<b>NA</b>	NA	NA
9	Licences for which no Surveillance Inspection, no Market Sample and no Factory Sample has been drawn for more than 2 years	73	<b>40</b>	73	182



## 1. ACHIEVEMENT FOR TARGETS FOR PRODUCT CERTIFICATION

BO: CNBO - II

Period under review: Upto 31 Jan 2018

Sl.No	ITEM	Targets pending as on 25 Nov 2017	Target in numbers proposed to be achieved by the end of Jan 2018	Achievement of the targets in numbers up to Jan 2018	Achievement of the targets for Jan 2018 in percent
1	Grant of Licence	96	32	37	116
2	Surveillance Inspections	563	150	191	127
3	Market Samples	402	202	635	314
4	All India First Licence	Nil	NIL	NIL	NIL
5	Pending applications (i.e. Number of applications received as on 31 Jan 2018)	132	40	58	145
6	Licences of mandatory products for which no Surveillance Inspection has been carried out for more than 2 years	611	140	155	111
7	Licences of mandatory products for which no Market Sample has been drawn for more than 2 years	592	202	304	150
8	PDW Licences for which no Surveillance Inspections has been carried for more than 1 year	848	130	170	131
9	Licences for which no Surveillance Inspection, no Market Sample and no Factory Sample has been drawn for more than 2 years	131	51	112	220

**Annex.-4 (Contd.)**

## 1. ACHIEVEMENT FOR TARGETS FOR PRODUCT CERTIFICATION

**BO: BNBO**

**Period under review: Upto 31 Jan 2018**

Sl.No	ITEM	Targets pending as on 25 Nov 2017	Target in numbers proposed to be achieved by the end of Jan 2018	Achievement of the targets in numbers up to Jan 2018	Achievement of the targets for Jan 2018 in percent
1	Grant of Licence	129	<b>69</b>	40	58
2	Surveillance Inspections	526	<b>160</b>	177	111
3	Market Samples	574	<b>360</b>	328	91
4	All India First Licence	1	<b>NIL</b>	NIL	NIL
5	Pending applications (i.e. Number of applications received as on 31 Jan 2018)	144	-	-	-
6	Licences of mandatory products for which no Surveillance Inspection has been carried out for more than 2 years	775	<b>140</b>	103	74
7	Licences of mandatory products for which no Market Sample has been drawn for more than 2 years	511	<b>310</b>	110	35
8	PDW Licences for which no Surveillance Inspections has been carried for more than 1 year	509	<b>140</b>	85	61
9	Licences for which no Surveillance Inspection, no Market Sample and no Factory Sample has been drawn for more than 2 years	378	<b>310</b>	254	82

**Annex.-4 (Contd.)**

## 1. ACHIEVEMENT FOR TARGETS FOR PRODUCT CERTIFICATION

**BO: HYBO**

**Period under review: Upto 31 Jan 2018**

Sl.No	ITEM	Targets pending as on 25 Nov 2017	Target in numbers proposed to be achieved by the end of Jan 2018	Achievement of the targets in numbers up to Jan 2018
1	Grant of Licence	50	28	24
2	Surveillance Inspections	435	250	295
3	Market Samples	479	265	265
4	All India First Licence	NIL	NIL	NIL
5	Pending applications (i.e. Number of applications received as on 31 Jan 2018)	60	-	-
6	Licences of mandatory products for which no Surveillance Inspection has been carried out for more than 2 years	16	16	16
7	Licences of mandatory products for which no Market Sample has been drawn for more than 2 years	23*	23	8
8	PDW Licences for which no Surveillance Inspections has been carried for more than 1 year	4	4	4
9	Licences for which no Surveillance Inspection, no Market Sample and no Factory Sample has been drawn for more than 2 years	33**	33	28

\*Out of remaining 15 licenses, one license has been expired, 6 licenses are under deferment, 2 are under MS and MS were not available in market for 6 licenses.

\*\* Out of remaining 5 licenses, 2 licenses have expired and 2 licenses are under deferment



**Annex.-4 (Contd.)**

Achievement of the targets for Jan 2018 in percent
85
118
100
NIL
-
100
35
100
85

r no production,

## **2. Additional information required**

### **a. Break up of surveillance inspections**

<b>Sl. No.</b>	<b>Item</b>	<b>CNBO-I</b>	<b>CNBO-11</b>	<b>BNBO</b>	<b>HYBO</b>	<b>CTBO</b>	<b>KOBO</b>	<b>VZBO</b>
1	Number of surveillance inspections where performance was assessed as satisfactory	148	107	71	277	133	87	38
2	Number of surveillance inspections where performance was assessed as unsatisfactory	18	78	106	18	12	36	9
3	Total number of units visited for surveillance inspections (as one unit may have more than one licence)	114	191	140	105	92	96	31
4	Number of surveillance inspections where licensee reported no production	29	5	14	42	2	5	2
5	Number of surveillance inspections where licensee reported no stock	31	7	33	60	16	38	2
6	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done in last 2 years	66	2	24	39	14	14	1
7	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done and no market or factory samples drawn in last 2 years	55	1	21	15	48	9	2
8	Number of Surveillance Inspections for PDW/PNMW done in units which have not been inspected for last 1 year	--	170	85	12	12	12	1
9	Total Number of Surveillance Inspections done	166	191	177	295	145	123	47

## 2. Additional information required

### b. Break up of samples drawn

<b>1. CNBO-I</b>									
S.No	Type of sample	Total Number of samples drawn	No of samples drawn for licences where no sample (FS/MS) has been drawn for last 2 years	Number of samples drawn for mandatory products other than PDW/PNMW	Number of samples drawn for PDW/PNMW	Number of samples sent to BIS labs	Number of samples sent to BIS recognized outside labs	No of customer feedbacks considered as market sample	Number samples pending for testing beyond reasonable time
1	Factory Samples	116	72	73	NA	90	26	--	--
2	Market Samples (excluding hallmarking samples)	182	92	112	NA	177	5	18	----
3	Applicant Samples	15	-	-	NA	10	5	-	-
	<b>Total</b>	<b>313</b>	<b>164</b>	<b>185</b>	<b>NA</b>	<b>277</b>	<b>36</b>	<b>18</b>	<b>-</b>

<b>2. CNBO-II</b>									
S.No	Type of sample	Total Number of samples drawn	No of samples drawn for licences where no sample (FS/MS) has been drawn for last 2 years	Number of samples drawn for mandatory products other than PDW/PNMW	Number of samples drawn for PDW/PNMW	Number of samples sent to BIS labs	Number of samples sent to BIS recognized outside labs	No of customer feedbacks considered as market sample	Number samples pending for testing beyond reasonable time
1	Factory Samples	362	267	3	349	224	138	0	0
2	Market Samples (excluding	635	301	6	608	427	208	0	0

	hallmarking samples)								
3	Applicant Samples	188	NA	5	182	113	75	0	0
	<b>Total</b>	<b>1185</b>	<b>568</b>	<b>14</b>	<b>1139</b>	<b>764</b>	<b>421</b>	<b>0</b>	<b>0</b>

### 3. BNBO

S.No.	Type of sample	Total Number of samples drawn	No of samples drawn for licences where no sample (FS/MS) has been drawn for last 2 years	Number of samples drawn for mandatory products other than PDW/PNMW	Number of samples drawn for PDW/PNMW	Number of samples sent to BIS labs	Number of samples sent to BIS recognized outside labs	No of customer feedbacks considered as market sample	Number samples pending for testing beyond reasonable time
1	Factory Samples	193	189	27	128	60	133	0	0
2	Market Samples (excluding hallmarking samples)	325	132	6	174	144	181	3	0
3	Applicant Samples	167	0	5	141	55	112	0	0
	<b>Total</b>	<b>685</b>	<b>321</b>	<b>38</b>	<b>443</b>	<b>259</b>	<b>426</b>	<b>3</b>	<b>0</b>

### 4. HYBO

Sl. No.	Type of sample	Total Number of samples drawn	No of samples drawn for licences where no sample (FS/MS) has been drawn for last 2 years	Number of samples drawn for mandatory products other than PDW/PNMW	Number of samples drawn for PDW/PNMW	Number of samples sent to BIS labs	Number of samples sent to BIS recognized outside labs	No of customer feedbacks considered as market sample	Number samples pending for testing beyond reasonable time
1	Factory Samples	259	67	154	19	228	24	0	0
2	Market Samples (excluding hallmarking samples)	217	63	58	106	174	43	48	0
3	Applicant	60	0	14	31	15	27	0	0

	Samples								
	<b>Total</b>	<b>536</b>	<b>130</b>	<b>226</b>	<b>156</b>	<b>417</b>	<b>94</b>	<b>48</b>	<b>0</b>

### 5. CTBO

Sl. No.	Type of sample	Total Number of samples drawn	No of samples drawn for licences where no sample (FS/MS) has been drawn for last 2 years	Number of samples drawn for mandatory products other than PDW/PNMW	Number of samples drawn for PDW/PNMW	Number of samples sent to BIS labs	Number of samples sent to BIS recognized outside labs	No of customer feedbacks considered as market sample	Number samples pending for testing beyond reasonable time
1	Factory Samples	127	22	6	48	43	78	-	-
2	Market Samples (excluding hallmarking samples)	105	26	21	84	27	78	73	-
3	Applicant Samples	38	NA	4	11	20	18	-	-
	<b>Total</b>	<b>270</b>	<b>48</b>	<b>31</b>	<b>143</b>	<b>90</b>	<b>174</b>	<b>73</b>	<b>-</b>

### 6. KOBO

S.No.	Type of sample	Total Number of samples drawn	No of samples drawn for licences where no sample (FS/MS) has been drawn for last 2 years	Number of samples drawn for mandatory products other than PDW/PNMW	Number of samples drawn for PDW/PNMW	Number of samples sent to BIS labs	Number of samples sent to BIS recognized outside labs	No of customer feedbacks considered as market sample	Number samples pending for testing beyond reasonable time
1	Factory Samples	<b>109</b>	<b>52</b>	<b>21</b>	<b>35</b>	<b>79</b>	<b>30</b>	<b>0</b>	<b>1</b>
2	Market Samples (excluding hallmarking samples)	<b>173</b>	<b>92</b>	<b>38</b>	<b>94</b>	<b>169</b>	<b>4</b>	<b>54</b>	<b>0</b>

3	Applicant Samples	55	0	0	28	17	38	0	2
	<b>Total</b>	<b>337</b>	<b>144</b>	<b>59</b>	<b>157</b>	<b>265</b>	<b>72</b>	<b>54</b>	<b>3</b>

### 7. VZBO

Sl. No.	Type of sample	Total Number of samples drawn	No of samples drawn for licences where no sample (FS/MS) has been drawn for last 2 years	Number of samples drawn for mandatory products other than PDW/PNMW	Number of samples drawn for PDW/PNMW	Number of samples sent to BIS labs	Number of samples sent to BIS recognized outside labs	No of customer feedbacks considered as market sample	Number samples pending for testing beyond reasonable time
1	Factory Samples	69	01	12	19	39	29	0	0
2	Market Samples (excluding hallmarking samples)	137	0	13	39	69	68	49	0
3	Applicant Samples	22	0	02	12	04	18	0	0
	<b>Total</b>	<b>228</b>	<b>01</b>	<b>27</b>	<b>70</b>	<b>112</b>	<b>115</b>	<b>49</b>	<b>0</b>

## **2. Additional information required**

### c. Application/licence related information

Sl. No	Item	CNBO-I	CNBO-11	BNBO	HYBO	CTBO	KOBO	VZBO
1	Number of licences under mandatory certification other than PDW/PNMW	319	26	245	414	67	89	115
2	Number of licences of PDW/PNMW	NA	1297	711	112	154	155	196
3	Total Number of licences	704	1469	1550	969	891	737	536

## 2. Additional information required

### d. Lot Inspection

Sl. NO.	Type of Unit	Number of manufacturing units	Average number of days mandays spent per week for lot inspection	Number of manufacturing units	Average number of days mandays spent per week for lot inspection	Number of manufacturing units	Average number of days mandays spent per week for lot inspection	Number of manufacturing units	Average number of days mandays spent per week for lot inspection	Number of manufacturing units	Average number of days mandays spent per week for lot inspection	Number of manufacturing units	Average number of days mandays spent per week for lot inspection	Number of manufacturing units	Average number of days mandays spent per week for lot inspection
		CNBO-I		CNBO-II		BNBO		HYBO		CTBO		KOBO		VZBO	
1	LPG cylinders	5	2	NA	NA	8	6	18	12 (108 inspections)	3	3	2	2	8	6
2	LPG regulators	-	-	NA	NA	Nil	NA	2	2 (17 inspections)	Nil	NA	Nil	NA	0	0
3	LPG valves	2	-	NA	NA	Nil	NA	4	2 (19 inspections)	Nil	NA	Nil	NA	0	0
4	Other cylinders (please specify)	NIL	-	NA	NA	2	Included under Sl.No. 1	13258 – 6 14899– 3 12586 – 1 7285(part 1) – 1 7285(part 2) – 1	1 (4 inspections) ( other than 13258, which is normally covered along with IS 3196 part 1)	Nil	NA	1  (HR cylinders IS 13258)	2	3	2



## 2. Additional information required

### e. Manpower utilization for inspections/audits/CAD/Training/raid/licensee meet/market sample drawal

<b>1.CNBO-I</b>								
Sl No (1)	Name of the Officer (2)	Mandays available excluding leave taken by officer* (3)	Days spent for preliminary/ special inspection (4)	Days spent for surveillance inspection (5)	Days spent on Lot inspection (6)	Days spent on CAD/Trg/Audit/raids Licensee Meet (7)	Days spent on market sample drawal (including Hallmarking) (8)	% utilization of mandays (9) $\frac{[\text{col}(4)+\text{col}(5)+\text{col}(6)+\text{col}(7)+\text{col}(8)] \times 100}{\text{col}(3)}$
1	Meenakshi Ganesan	39	4	14	-	12	4	82
2	Sanjay Vij	36	6	10	6	3	1	72
3	Vishal Tomer	37.5	4	15	2	5	-	69
4	T.Seebai	37	0	12	1	-	1	38
5	Jose Charles	41.5	3	16	3	3	1	63
Total		191	17	67	12	23	7	65%

\*Note- Mandays available may include Saturdays utilized as working days, if any

**Pl also fill table below:**

**Number of officers discipline wise**

S.No.	Discipline	Number of officers
1.	Chemistry	1
2	Mechanical	1
3	Electrical	2
4	Civil	1

## **2. CNBO-II**

Sl No (1)	Name of the Officer (2)	Mandays available excluding leave taken by officer* (3)	Days spent for preliminary/special inspection (4)	Days spent for surveillance inspection (5)	Days spent on Lot inspection (6)	Days spent on CAD/Trg/Audit/raids Licensee Meet (7)	Days spent on market sample drawal (including Hallmarking) (8)	% utilization of mandays (9) [col(4)+col(5)+col(6)+col(7)+col(8)]x100 col(3)
1.	M BALAKRISHNAN	21	0	7	0	4	4	71
2	K SRINIVASA RAO	51	5	26	0	1	3	69
3	M PRADEEP KUMAR	50	0	14	0	11	6	62
4	JEEVANANDHAM D	50	5	16	0	8	4	66
5	A ARIVAZHAGAN	52	7	20	0	9	4	77
6	PREMLATA SINHA	50	5	18	0	8	4	70
7	V AVINASH BABU	46	11	8	0	9	5	72
8	RAHUL KUMAR	54	12	20	0	2	5	72
<b>Total</b>	<b>CNBO-II</b>	<b>374</b>	<b>45</b>	<b>129</b>	<b>0</b>	<b>52</b>	<b>35</b>	<b>70</b>

\*Note- Mandays available may include Saturdays utilized as working days, if any

**Pl also fill table below:**

Number of officers discipline wise

S.No.	Discipline	Number of officers
1	ELECTRICAL ENGINEERING	2
2	LEATHER TECHNOLOGY	1
3	CHEMICAL ENGINEERING	3
4	MECHANICAL ENGINEERING	1
5	METALLURGICAL ENGINEERING	1

### 3. BNBO

Sl No (1)	Name of the Officer (2)	Mandays available excluding leave taken by officer* (3)	Days spent for preliminary/ special inspection (4)	Days spent for surveillance inspection (5)	Days spent on Lot inspection (6)	Days spent on CAD/Trg/Audit/raids Licensee Meet (7)	Days spent on market sample drawal (including Hallmarking) (8)	% utilization of mandays (9) [col(4)+col(5)+col(6)+col(7)+col(8)]x100/col(3)
1	SK	36	0	18	4	2	0	67.0
2	PSP	42	10	13	7	2	1	79.0
3	NS	41	8	12	4	4	2	73.0
4	RT	42	7	16	2	5	2	80.0
5	BKJ	40	9	17	2	6	0	81.0
6	ASM	31	7	12	1	4	2	74.2
7	SSP	40	10	12	5	1	0	70.0
8	SMJ	38	8	15	7	1	0	81.6
9	DRL	42	8	15	4	3	0	72.0
10	ASN	43	11	13	12	1	1	88.3
<b>Total</b>	<b>10</b>	<b>406</b>	<b>80</b>	<b>149</b>	<b>48</b>	<b>29</b>	<b>8</b>	<b>77.34</b>

\*Note- Mandays available may include Saturdays utilized as working days, if any

**Pl also fill table below:**

**Number of officers discipline wise**

S.No.	Discipline	Number of officers
1	Microbiology	2
2	Food	1
3	Metallurgy	2
4	Electrical	2
5	Mechanical	1
6	Computer Science	1
7	Chemical	1

## 4. HYBO

Sl No (1)	Name of the Officer (2)	Mandays available excluding leave taken by officer* (3)	Days spent for preliminary/ special inspection (4)	Days spent for surveillance inspection (5)	Days spent on Lot inspection (6)	Days spent on CAD / Trg / Audit/raids Licensee Meet (7)	Days spent on market sample drawl (including Hallmarking) (8)	% utilization of mandays (9) $[\frac{\text{col(4)} + \text{col(5)} + \text{col(6)} + \text{col(7)} + \text{col(8)}}{\text{col(3)}}] \times 100$ col(3)
1	K S Saha	34	03	13	13	01	00	85
2	Ved Prakash	51	01	28	08	04	03	86
3	T Sujatha	40	05	08	19	02	00	85
4	S Savitha	47	04	12	18	02	00	76
5	Sakuram G	47	04	20	15	02	00	87
6	P M Wasekar	42	04	13	10	03	02	76
7	T Arjun	49	01	20	16	02	01	82
8	K Sai Kaushik	52	06	16	13	03	00	73
9	Shekhar	51	10	12	15	01	00	76
10	Nishikant Singh	50	09	22	11	01	00	86
<b>Total</b>		<b>463</b>	<b>47</b>	<b>164</b>	<b>138</b>	<b>21</b>	<b>06</b>	<b>81</b>

\*Note- Mandays available may include Saturdays utilized as working days, if any

**Pl also fill table below:**

Number of officers discipline wise

S.No.	Discipline	Number of officers
1	Mechanical	3
2	Electrical	3
3	Civil	1
4	Chemical Eng.	1
5	Electronics	1
6	Computer Science	1

## 5. CTBO

Sl No (1)	Name of the Officer (2)	Mandays available excluding leave taken by officer* (3)	Days spent for preliminary/ special inspection (4)	Days spent for surveillance inspection (5)	Days spent on Lot inspection (6)	Days spent on CAD/Trg/ Audit/raids Licensee Meet (7)	Days spent on market sample drawal (including Hallmarking) (8)	% utilization of mandays (9) [col(4)+col(5)+col(6)+col(7)+col(8)]x100/col(3)
1	V. Ramesh	44	6	14	4	10	No specific mandays spent for MS drawal. Officers have taken support of available staffs	77.3
2	Rino John. S	44	11	14	6	6		84.1
3	Vinith Kumar. G	46	8	14	6	0		60.9
4	Tithi Singha	45	9	17	2	2		66.7
<b>Total</b>		<b>179</b>	<b>34</b>	<b>59</b>	<b>18</b>	<b>18</b>		<b>72.7</b>

\*Note- Mandays available may include Saturdays utilized as working days, if any

**PI also fill table below:**

Number of officers discipline wise

S. No.	Discipline	Number of officers
1.	Metallurgical	2
2.	Food technology	1
3.	Electrical	1

**6. KOBO**

Sl No (1)	Name of the Officer (2)	Mandays available excluding leave taken by officer* (3)	Days spent for preliminary/ special inspection (4)	Days spent for surveillance inspection (5)	Days spent on Lot inspection (6)	Days spent on CAD/Trg/Audit/raids Licensee Meet (7)	Days spent on market sample drawal (including Hallmarking) (8)	% utilization of mandays (9) $\frac{[\text{col}(4)+\text{col}(5)]+\text{col}(6)+\text{col}(7)+\text{col}(8)] \times 100}{\text{col}(3)}$
1	Hemalatha P Panicker	37	7	12	2	4	0	68
2	KannanGovindaraj	44	9	19	1	9	0	86
3	Sandeep S Kumar	42	1	24	1	5	0	74
4	Gowtham B J	45	3	20	2	9	0	76
	<b>Total</b>	<b>168</b>	<b>20</b>	<b>75</b>	<b>6</b>	<b>27</b>	<b>0</b>	<b>76</b>

\*Note- Mandays available may include Saturdays utilized as working days, if any

Pl also fill table below:

Number of officers discipline wise

S.No.	Discipline	Number of officers
1	Food Technology	1
2	Metallurgical Engineering	1
3	Civil Engineering	1
4	Mechanical Engineering	1
	<b>Total Officers</b>	<b>4</b>

SI No (1)	Name of the Officer (2)	Mandays available excluding leave taken by officer* (3)	Days spent for preliminary/ special inspection (4)	Days spent for surveillance inspection (5)	Days spent on Lot inspection (6)	Days spent on CAD/Trg/Audit/raids Licensee Meet (7)	Days spent on market sample drawal (including Hallmarking) (8)	% utilization of mandays (9) [col(4)+col(5)+col(6)+col(7)+col(8)]x100/col(3)
1	K Rajasekhar Sc-C	43	8	3	7	6	0	56
2	R Tirumala Rao, Sc-C	45	2	10	9	5	1	60
3	S P Gude, Sc-C	36.5	2	4	11	2	2	58
4	Soumit Mondal Sc-B	43	4	5	9	2	1	49
5	Preeti Prabha, Sc-B	40	7	5	8	4	1	63
6	Ashsih V Urewar, Sc-B	42	3	9	7	3	2	57
Total		249.5	26	36	51	22	7	57

\*Note- Mandays available may include Saturdays utilized as working days, if any

**Pl also fill table below:**

**Number of officers discipline wise**

S.No.	Discipline	Number of officers
1	Chemical (CHD) (Engineering)	2
2	Metallurgy (MTD) (Engineering)	2
3	Electrical (ETD) (Engineering)	1
4	Mechanical (MHD) (Engineering)	1

**POINTWISE REPLY TO ACTION POINTS IDENTIFIED DURING THE VC ON 24.01.2018 AND REFERRED IN CMD -II MAIL DATED 09.02.2018**

**1. Submission of product manuals by 07 Feb 2018**

SL.N O	NAME OF THE BOS	ACTION TAKEN BY BOs
1	CNBO-I	9 Product Manuals allotted. All the 9 Product Manuals sent to CMD-I
2	CNBO-II	4 Product Manuals allotted. All the 4 Product Manuals sent to CMD-I
3	BNBO	12 Product Manuals allotted. 11 Product Manuals sent to CMD-I <b>1 manual under preparation</b>
4	HYBO	18 Product Manuals allotted. 14 Product Manuals sent to CMD-I . 3 manual being finalized and sent in a day & <b>1 manual under preparation</b>
5	CTBO	4 Product Manuals allotted. All the 4 Product Manuals sent to CMD-I
6	KOBO	6 Product Manuals allotted. All the 6 Product Manuals sent to CMD-I
7	VZBO	6 Product Manuals allotted. 6 Product Manuals sent to CMD-I

**2. Review of MCR by DDGRs**

SL.N O	NAME OF THE BOS	ACTION TAKEN BY BOs
1	CNBO-I	<b>ALL MCRs SENT THROUGH DDGS TO CMD-II</b>
2	CNBO-II	
3	BNBO	
4	HYBO	
5	CTBO	
6	KOBO	
7	VZBO	



### 3. Status of pending marking fee inputs and IS implementation

SL.N O	NAME OF THE BOS	ACTION TAKEN BY BOs
1	CNBO-I	Action taken – being implemented as per the time norms given by CMD
2	CNBO-II	Action taken – being implemented as per the time norms given by CMD
3	BNBO	Action taken – being implemented as per the time norms given by CMD
4	HYBO	Actions taken: Actions being taken as per the time norms given by CMD
5	CTBO	Action taken- Being implemented as per time norms given by CMD
6	KOBO	No pending inputs at KoBO for Marking Fee preparations . IS implementation is being done as per the time frame.
7	VZBO	Being implemented as per time norms given by CMD.

### 4. Status of implementation of amendment for mandatory products

SL.N O	NAME OF THE BOS	ACTION TAKEN BY BOs
1	CNBO-I	Action taken – being implemented as per the time norms given by CMD
2	CNBO-II	Action taken- Implementation of Amendments being done as per the directions given by CMD
3	BNBO	Action taken – being implemented as per the time norms given by CMD
4	HYBO	Actions taken: Actions being taken as per the time norms given by CMD
5	CTBO	Action taken - Being implemented as per the time norms given by CMD
6	KOBO	Action taken - Being implemented as per the time norms given by CMD
7	VZBO	Implemented and desired data sent through email to DDGS on 15/02/2018

### 5. Details of meetings between DDGRs and Lab heads i.e dates of the meetings

1. MEETING HELD ON 30 JAN 2018 AND MINUTES FORWARDED TO DG AND DDGL
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## 6. Inputs to be provided for process reengineering of grant of licence time norms

SL.NO	NAME OF THE BOS	INPUTS GIVEN BY BOs
1	CNBO-I	<p>1. Temporary application number allotting system may be restored</p> <p>2. On receipt of the application, scrutiny is taken up and recording and time norms to be calculated only after shifting application to application recorded site</p> <p>3. In case of applications, where statutory authority or controlling authority permission is required like cement desk/LPG cylinders, application recording to be done only after obtaining the said permissions</p> <p>4. In view of many applications are received in incomplete form and lot of time is spent in grooming the applications' documents to the required level as per ISS/Scheme. Counseling of the applicants to be strengthened to expedite the process of receiving right applications with all documents</p>
2	CNBO-II	Simplified Procedure for GOL may be permitted for PDW (IS 14543) also.
3	BNBO	--
4	HYBO	Simplified procedure for GOL may be extended for applications of Packaged Drinking Water as per IS 14543:2016, as was allowed in earlier days.
5	CTBO	<p>1. GOL may be considered under simplified procedure for PDW/ PNMW as per IS 14543 / IS 13248.</p> <p>2. Under simplified procedure, for GOL, relaxation has been given for the product characteristic requiring testing time more than six months for which the applicant will have to submit evidence of conformity in the form of test reports from any laboratory, firm's own or outside, for such tests. <b>This time period may be reduced to one month.</b> The same logic can be extended for the normal procedure also i.e. the licence under normal procedure can be granted even the test results are awaited for the product characteristic requiring testing time more than a month for which the applicant will have to submit evidence of conformity in the form of test reports from any laboratory, firm's own or outside, for such tests as being followed now in simplified procedure.</p> <p>For example: GOL may be considered for UPVC Pipes as per test IS 4985 without the test results for the requirement of Internal Hydrostatic Pressure Test, Type test which requires 45 days testing time.</p> <p>3. GOL may be considered based on the factory testing particularly for the products where all the requirements can be carried out in a single day. A review sample can be drawn for IT. An undertaking as being followed now in simplified procedure can be obtained from the applicant in the event of failure of sample drawn for IT.</p>
6	KOBO	GOL for PDW may be considered on Simplified Procedure. However, the verification sample shall be tested only in BIS Labs
7	VZBO	--

## 7. Inputs for empanelling agencies for MS drawal in remote locations

SL.N O	NAME OF THE BOS	INPUTS GIVEN BY BOs
1	CNBO-I	The domain of CNBO-I is very large covering so many districts for drawal of samples from different locations and distributing the activity throughout the year for the purpose of realistic drawal, empaneling agencies is supported. However, they are to be suitably sensitized regarding BIS requirements before the job is assigned.
2	CNBO-II	We are able to draw samples from most of the districts.
3	BNBO	--
4	HYBO	HYBO is in a position to draw market samples from all the locations
5	CTBO	CTBO is covering 4 districts and we are able to draw the samples from all the locations
6	KOBO	Drawal of MS in remote locations: a) Reputed Inspection agencies such as Engineers India can be appointed to draw MS in remote locations. b) Retired BIS Section Officers/Staff members can also be appointed to draw samples
7	VZBO	Agencies may be empaneled in 3 districts of i) Chittoor (It will take care of Nellore and Kadapa), ii) Krishna ( Guntur, Khammam, Prakasham, Eluru) iii) Rajahmudry (East & West Godavari)

### 8. Status of discreet investigation of expired/cancelled licences in coordination with FSSAI

SL.N O	NAME OF THE BOS	ACTION TAKEN BY BOs
1	CNBO-I	Not applicable as CNBO-I does not deal with food products like PDW.
2	CNBO-II	Communication sent to FSSAI and the reply is awaited. Soon after the receipt of reply further action will be taken in coordination with FSSAI
3	BNBO	--
4	HYBO	Communication has been sent to the Designated Officer of FSSAI of the states of Telangana and Andhra for getting associated for carrying out such investigations. Their response is awaited. As soon as it is received, the required investigations/raids will be carried out.
5	CTBO	Communication sent to FSSAI by e-mail on 09-02-2018 and the reply is awaited. Soon after the receipt of the reply further action will be taken in coordination with FSSAI
6	KOBO	Expired/ Cancelled Licences-Co-ordination with FSSAI : KoBO is closely interacting with the expired/cancelled licensees and the closed applicants and encourages for applying afresh. The closed applications and the operating units of expired/cancelled licensees have applied afresh for GOL in all the cases except one unit which is closed due to disputes in the management. Further, an email has been sent to Food Safety Commissioner, Kerala for providing a list of FSSAI licence holders for PDW in Kerala to identify any PDW units running without BIS Certification for further actions.
7	VZBO	Letter sent FSSAI for necessary action

### 9. Status of appointment of young Professionals/interns/apprentices

SL.N O	NAME OF THE BOS	ACTION TAKEN BY BOs
1	CNBO-I	A CONSOLIDATED PROPOSAL FOR ALL THE 7 BOs AND DDG(S) SECRETARIAT WAS SENT TO HRD DDGTI ALREADY
2	CNBO-II	
3	BNBO	
4	HYBO	
5	CTBO	
6	KOBO	
7	VZBO	

**FORMAT FOR PROVIDING INFORMATION RELATED TO ACHIEVEMENT OF TARGETS  
FOR PRODUCT CERTIFICATION DURING REVIEW OF PERFORMANCE IN ROS/BOS  
MEETING**

Name of the BO: *Bhopal Branch office (BPBO)*

Period under review: Up to 31 Jan 2018

**1. ACHIEVEMENT OF TARGETS FOR PRODUCT CERTIFICATION**

Sl. No.	Item	Targets pending as on 25 Nov 2017	Target in numbers proposed to be achieved by the end of Jan 2018	Achievement of the targets in numbers up to Jan 2018	Achievement of the targets for Jan 2018 in percent
1.	Grant of Licence	65	33	30	46%
2.	Surveillance Inspections	545	164	124	2.56%
3.	Market Samples	155	78	78	50%
4.	All India First licence	1	—	—	—
5.	Pending applications	85	34	13	15%
6.	Licences of mandatory products for which no Surveillance Inspections has been carried out for more than 2 years	223	90	8	3.5%
7.	Licences of mandatory products for which no market sample has been drawn for 2 years	196	69	11	4.88%
8.	PDW Licences for which no surveillance inspection has been carried for more than 1 year	133	40	1	0.75%
9.	Licences for which no surveillance Inspection has been carried out, and no market sample or factory sample has been drawn for more than 2 years.	197	59	2	1%

**2. Additional information required**

a. Break up of surveillance inspections

Sl. No.	Item	Actual figure for BO
1.	Number of surveillance inspections where performance was assessed as satisfactory	11
2.	Number of surveillance inspections where performance was assessed as unsatisfactory	Nil
3.	Total number of units visited for surveillance inspections (as one unit may have more than one licence)	9
4.	Number of surveillance inspections where licensee reported no production	5
5.	Number of surveillance inspections where licensee reported no stock	5
6.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done in last 2 years	6
7.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done and no market or factory samples drawn in last 2 years	4
8.	Number of Surveillance Inspections for PDW/PNMW done in units which have not been inspected for last 1 year	1
9.	Total Number of Surveillance Inspections done	14

b. Break up of samples drawn

S.No.	Type of sample	Total Number of samples drawn	No of samples drawn for licences where no sample (FS/M S) has been drawn for last 2 years	Number of samples drawn for mandatory products other than PDW/PNM W	Number of samples drawn for PDW/PNM W	Number of samples sent to BIS labs	Number of samples sent to BIS recognized outside labs	No of customer feedbacks considered as market sample	Number samples pending for testing beyond reasonable time
1	Factory Samples	18	15	9	2	13	5	0	0
2	Market Samples (excluding hallmarking samples)	72	7	81	30	56	16	6	0
3	Applicant Samples	21	NA	10	28	29	31	0	0
	Total	111	22	30	60	98	52	6	0

c. Application/licence related information

S.No.	Item	Actual figure for BO
1.	Number of licences under mandatory certification other than PDW/PNMW	171
2.	Number of licences of PDW/PNMW	197
3.	Total Number of licences	368

d. Lot Inspection

Sl. NO.	Type of Unit	Number of manufacturing units	Average number of days mandays spent per week for lot inspection
1	LPG cylinders	04	03
2	LPG regulators	01	New Unit
3	LPG valves	01	01
4	Other cylinders (please specify)	04 (other than LPG)	01 (one) is new unit. For other three units, 2 visits/week

e. Manpower utilization for inspections/audits/CAD/Training/raid/licensee meet/market sample drawal

Sl No (1)	Name of the Officer (2)	Mandays available excluding leave taken by officer* (3)	Days spent for preliminary / special inspection (4)	Days spent for surveillance inspection (5)	Days spent on Lot inspection (6)	Days spent on CAD/Trg/Audit/raids Licensee Meet (7)	Days spent on market sample drawal (including Hallmarking) (8)	% utilization of mandays (9) $\frac{[\text{col}(4)+\text{col}(5)+\text{col}(6)+\text{col}(7)+\text{col}(8)] \times 100}{\text{col}(3)}$
1.	Shri Ishan Trivedi	40	11	3	5	0	0*	47.5%
2.	Shri Ashish Kumar Kanwar	41.5	12	2	6	0	1	50.60%
3.	Shri Deepak Lodhwal	46	11	2	4	1	0	39%
4.	Kr. Talika	36	08	1	8	0	1	50%
Total		163.5	42	8	23	1	2	46.48%

\*Note- Mandays available may include Saturdays utilized as working days, if any

\* Sample drawn by staff on behalf of Shri Ishan Trivedi

Pl also fill table below:

Number of officers discipline wise

S.No.	Discipline	Number of officers
1	Chemical Engg.	01
2	Civil "	01
3	Metallurgy "	01
4	Electronics "	01



Subject: **Fwd: information related to review of performance during ROs/BOs meeting**

DDG Central <ddgc@bis.gov.in>

Date: 19/02/18 15:34

From: Delhi Branch Office I <dlbo1@bis.gov.in>

DLBO-I\_CMD\_20180216.docx (23kB)

Dear Sir,

Please ignore the previous mail.

Please find attached data pertaining to DLBO-I.

In addition, action taken w.r.t the following points is as follows :

- i) Submission of product manuals by 7 Feb 2018 - **1 out of 16 submitted, As on 19.2.2018, 7 out of 16 have been submitted.**
- ii) Review of MCR by DDGRs - **NA**
- iii) Status of pending marking fee inputs and IS implementation - **Some of licensees have not submitted Difference of Marking fees and implementation of revised standard. Action is being taken for Cancellation/ Stop Marking as per CMD guidelines.**
- iv) Status of implementation of amendment for mandatory products - **Action taken as and when required.**
- v) Details of meetings between DDGRs and Lab heads i.e. dates of the meetings - **NA**
- vi) Inputs to be provided for process reengineering of grant of licence time norms - **Time norm for Simplified procedure to be increased in case of discrepancies observed in application / inspection, or when applicant is not ready for PI or doesnot submit testing charges / Marking fees.**
- vii) Inputs for empaneling agencies for MS drawal in remote locations - **NA**
- viii) Status of discreet investigation of expired/cancelled licences in coordination with FSSAI - **Decision may be taken at appropriate level.**
- ix) Status of appointment of young professionals/interns/apprentices - **Details sent vide e-mail dt. 19.01.2018 and 01.02.2018.**

Regards,

DLBO-I

----- Original Message -----

From: "Delhi Branch Office I" <dlbo1@bis.gov.in>

Date: Feb 19, 2018 3:33:37 PM

Subject: Fwd: information related to review of performance during ROs/BOs meeting

To: DDG Central <ddgc@bis.gov.in>

Dear Sir,

Please find attached data pertaining to DLBO-I.

In addition, action taken w.r.t the following points is as follows :) Submission of product manuals by 7 Feb 2018

- i) Submission of product manuals by 7 Feb 2018 - **1 out of 16 submitted, As on 19.2.2018, 7 out of 16 have been submitted.**
- ii) Review of MCR by DDGRs - **NA**
- iii) Status of pending marking fee inputs and IS implementation - **Some of licensees have not submitted Difference of Marking fees and implementation of revised standard. Action is being taken for Cancellation/ Stop Marking as per CMD guidelines.**
- iv) Status of implementation of amendment for mandatory products - **Action taken as and when required.**
- v) Details of meetings between DDGRs and Lab heads i.e. dates of the meetings - **NA**
- vi) Inputs to be provided for process reengineering of grant of licence time norms - **Time norm for Simplified procedure to be increased in case of discrepancies observed in application / inspection, or when applicant is not ready for PI or doesnot submit testing charges / Marking fees.**
- vii) Inputs for empaneling agencies for MS drawal in remote locations - **NA**
- viii) Status of discreet investigation of expired/cancelled licences in coordination with FSSAI - **Decision may be taken at appropriate level.**
- ix) Status of appointment of young professionals/interns/apprentices - **Details sent vide e-mail dt. 19.01.2018 and 01.02.2018.**

It is requested to kindly inform the actions taken on the above points by 14.02.2018 as well.

Regards,

Aditya Das  
Sc. C

----- Original Message -----

From: "Delhi Branch Office I" <dlbo1@bis.gov.in>

**FORMAT FOR PROVIDING INFORMATION RELATED TO ACHIEVEMENT OF TARGETS  
FOR PRODUCT CERTIFICATION DURING REVIEW OF PERFORMANCE IN ROS/BOS  
MEETING**

**Name of the BO: DLBO-I**

**Period under review: Up to 31 Jan 2018**

**1. ACHIEVEMENT OF TARGETS FOR PRODUCT CERTIFICATION**

Sl. No.	Item	Targets pending as on 25 Nov 2017	Target in numbers proposed to be achieved by the end of Jan 2018 (Cumulative target for 14 Dec 2017 to 31 Jan 2018)	Achievement of the targets in numbers up to Jan 2018 (Achievement against Cumulative target for 14 Dec 2017 to 31 Jan 2018)	Achievement of the targets for December 2017 in percent (Achievement against Cumulative target for 14 Dec 2017 to 31 Jan 2018)
1.	Grant of Licence	87	45	24	53.33%
2.	Surveillance Inspections	384	190	159	84%
3.	Market Samples	165	81	81	100 %
4.	All India First licence	1	-	-	-
5.	Pending applications (i.e. Number of applications received as on 31 Jan 2018)	32	16	26	-
6.	Licences of mandatory products for which no Surveillance Inspections has been carried out for more than 2 years	69	34	41	120%
7.	Licences of mandatory products for which no market sample has been drawn for 2 years	158	80	22	28%
8.	PDW Licences for which no surveillance inspection has been carried for more than 1 year	13	7	5	71%
9.	Licences for which no surveillance Inspection has been carried out, and no market sample or factory sample has been drawn for more than 2 years.	360	180	91	51 %

## 2. Additional information required

a. Break up of surveillance inspections done from 14 Dec 2017 to 31 Jan 2018

Sl. No.	Item	Actual figure for BO
1.	Number of surveillance inspections where performance was assessed as satisfactory	135
2.	Number of surveillance inspections where performance was assessed as unsatisfactory	24
3.	Total number of units visited for surveillance inspections (as one unit may have more than one licence)	100
4.	Number of surveillance inspections where licensee reported no production	8
5.	Number of surveillance inspections where licensee reported no stock	28
6.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done in last 2 years	36
7.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done and no market or factory samples drawn in last 2 years	36
8.	Number of Surveillance Inspections for PDW/PNMW done in units which have not been inspected for last 1 year	05
9.	Total Number of Surveillance Inspections done	159

b. Break up of samples drawn (Cumulative figure for 14 Dec 2017 to 31 Jan 2018)

S.No.	Type of sample	Total Number of samples drawn	No of samples drawn for licences where no sample (FS/MS) has been drawn for last 2 years	Number of samples drawn for mandatory products other than PDW/PNMW	Number of samples drawn for PDW/PNMW	Number of samples sent to BIS labs	Number of samples sent to BIS recognized outside labs	No of customer feedbacks considered as market sample	Number samples pending for testing beyond reasonable time
1	Factory Samples	112	18	30	13	102	10	Nil	
2	Market Samples (excluding hallmarking samples)	81	5	22	06	74	7	Nil	
3	Applicant Samples	24	NA	NA	04	18	06	NA	
	Total	217	23	52	23	194	23	Nil	

c. Application/licence related information

S.No.	Item	Actual figure for BO
1.	Number of licences under mandatory certification other than PDW/PNMW	208
2.	Number of licences of PDW/PNMW	57
3.	Total Number of licences	1423

d. Lot Inspection

Sl. NO.	Type of Unit	Number of manufacturing units	Average number of days mandays spent per week for lot inspection
1	LPG cylinders	nil	NA
2	LPG regulators	09	3.4 (Total Mandays pent = 24, Total weeks =7)
3	LPG valves	01	0.28 (Total Mandays pent = 2, Total weeks =7)
4	Other cylinders (please specify)	Nil;	NA

e. Manpower utilization for inspections/audits/CAD/Training/raid/licensee meet/market sample drawal (between 14 Dec 2017 to 31 Jan 2018)

Sl No (1)	Name of the Officer (2)	Mandays available from 14 Dec 2017 to 31 Jan 2018 excluding leave taken by officer* (3)	Days spent for preliminary / special inspection (4)	Days spent for surveillance inspection (5)	Days spent on Lot inspection (6)	Days spent on CAD/Trg/Audit/raids Licensee Meet (7)	Days spent on market sample drawal (including Hallmarking) (8)	% utilization of mandays (9) [col(4)+col(5)+col(6)+col(7)+col(8)]x100/col(3)
1	P K Gupta, Sc. C	29	0	15	0	1	2	18/29 = 62%
2	P K Malhotra, Sc. C	26	7	7	1	1	1	17/26 = 65.38%
3	V K Rawat, Sc. C	29	8	11	2	2	1	24/29 = 82.75%
4	Gyan Prakash, Sc. B	33	3	9	2	5	2	21/33 = 63.63%
5	Naveen Arora, Sc. B	33	2	21	1	3	1	28/33 = 84.84%
6	Vipin Bhaskar, Sc. B	31	1	11	7	3	2	24/31 = 77.41%
7	Vijay Kumar, Sc. B	35	0	17	6	1	3	27/35 = 77.14%
8	Shivam Aggarwal, Sc. B	37	3	16	7	3	2	31/37 = 83.78%
Total		253	24	108	26	19	13	190/253 = 75.09 %

\*Note- Mandays available may include Saturdays utilized as working days, if any

**Pl also fill table below:**

Number of officers discipline wise




S.No.	Discipline	Number of officers
1.	Mechanical Engg	02
2.	Electrical Engg	01
3.	Metallurgical Engg	02
4.	Chemical	03

Subject: **Fwd: Re: Fwd: Regarding ROs BOs meeting to be held on 22 Feb 2018**

To: ddgc <ddgc@bis.org.in>

Date: 20/02/18 10:49

From: Delhi Branch Office II <dlbo2@bis.gov.in>

 revised.docx (28kB)  ddgc.vcf (69bytes)  ddgc.vcf (69bytes)

Dear Sir ,

Please find attached data pertaining to DLBO-II in the prescribed format, in the prescribed format.

In addition, action taken w.r.t the following points is as follows:

- i) Submission of product manuals by 7 Feb 2018 – **Submitted 7 No. of Manuals.**
- ii) Review of MCR by DDGRs – **NA**
- iii) Status of pending marking fee inputs and IS implementation – **NA**
- iv) Status of implementation of amendment for mandatory products – **Action taken.**
- v) Details of meetings between DDGRs and Lab heads i.e. dates of the meetings – **NA**
- vi) Inputs to be provided for process reengineering of grant of licence time norms –
  - a) **Test Report for MCBs & for Smart Energy Meters to expedite.**
  - b) **MCR data to be generated through Manak Online.**
- vii) Inputs for empaneling agencies for MS drawal in remote locations – **No remote location in DLBO-II.**
- viii) Status of discreet investigation of expired/cancelled licences in coordination with FSSAI – **NA**
- ix) Status of appointment of young professionals/interns/apprentices – **Already requirement of 12 Nos submitted.**
  - 4 No. Young Professional.**
  - 4 No. Interns**
  - 4 No. Apprentice/GET**
- x) **For getting substitute staff for 2 Assistant & 1 PS during the meeting with DDGA, it was decided to provide atleast 2 additional Data Entry Operators in DLBO-II.**

Regards  
S K Gupta  
HDLBO-II

On 02/16/18 05:26 PM, **DDG Central** <ddgc@bis.gov.in> wrote:

Sir,

Pl refer the trailing mail and attachment for preparation of the data.

Regards

M.Sadasivam  
DDGC

----- Original Message -----

From: "**M.V.S.D. Prasada Rao**" <scgc@bis.gov.in>

Date: Feb 16, 2018 4:48:57 PM

Subject: Regarding ROs BOs meeting to be held on 22 Feb 2018

To: ddgn@bis.gov.in, ddgc@bis.gov.in, ddge@bis.gov.in, ddgw@bis.gov.in, ddgs@bis.gov.in

Cc: ros-bis@ismgr.nic.in, bos-bis@ismgr.nic.in, dg@bis.gov.in, cmd2@bis.gov.in, its@bis.gov.in

Sirs

Please consider attached note from DDG (Certification).

Regards,

PS to DDG (Certification)

--

M.V.S.D. Prasada Rao  
DDG(Certification)  
Bureau of Indian Standards  
9 Bahadur Shah Zafar Marg  
New Delhi - 110002  
Tel: 011-23231120  
E-mail: scgc@bis.gov.in

--  
भारतीय मानक ब्यूरो,  
दिल्ली शाखा कार्यालय- 2, ९ बहादुर शाह जफर मार्ग, नई दिल्ली ।  
ई-मेल: dlbo2@bis.gov.in पोर्टल: www.manakonline.in वैबसाइ: www.bis.gov.in

बीआईएस अनचाही मेल का जवाब नहीं करने का अधिकार सुरक्षित रखता है।हम ईमेल के माध्यम से पत्राचार प्रोत्साहित करते हैं। कागजात बचाना, पर्यावरण की रक्षा ।

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भारतीय मानक ब्यूरो,  
दिल्ली शाखा कार्यालय- 2, ९ बहादुर शाह जफर मार्ग, नई दिल्ली ।  
ई-मेल: dlbo2@bis.gov.in पोर्टल: www.manakonline.in वैबसाइ: www.bis.gov.in

बीआईएस अनचाही मेल का जवाब नहीं करने का अधिकार सुरक्षित रखता है।हम ईमेल के माध्यम से पत्राचार प्रोत्साहित करते हैं। कागजात बचाना, पर्यावरण की रक्षा ।

**FORMAT FOR PROVIDING INFORMATION RELATED TO ACHIEVEMENT OF TARGETS  
FOR PRODUCT CERTIFICATION DURING REVIEW OF PERFORMANCE IN ROS/BOS  
MEETING**

**Name of the BO:DLBO-II**

**Period under review: Up to 31 Jan 2018**

**1. ACHIEVEMENT OF TARGETS FOR PRODUCT CERTIFICATION**

Sl. No.	Item	Targets pending as on 25 Nov 2017	Target in numbers proposed to be achieved by the end of Jan 2018	Achievement of the targets in numbers up to Jan 2018	Achievement of the targets for Jan 2018 in percent
1.	Grant of Licence	59	29	11	38
2.	Surveillance Inspections	356	180	271	151
3.	Market Samples	110	55	71	129
4.	All India First licence	1	0	0	0
5.	Pending applications	24	15	15	100
6.	Licences of mandatory products for which no Surveillance Inspections has been carried out for more than 2 years	84	40	34	85
7.	Licences of mandatory products for which no market sample has been drawn for 2 years	30	15	18	120
8.	PDW Licences for which no surveillance inspection has been carried for more than 1 year	NA	NA	NA	NA
9.	Licences for which no surveillance Inspection has been carried out, and no market sample or factory sample has been drawn for more than 2 years.	152	60	100	166

**2. Additional information required**



a. Break up of surveillance inspections

Sl. No.	Item	Actual figure for BO
1.	Number of surveillance inspections where performance was assessed as satisfactory	248
2.	Number of surveillance inspections where performance was assessed as unsatisfactory	23
3.	Total number of units visited for surveillance inspections (as one unit may have more than one licence)	180
4.	Number of surveillance inspections where licensee reported no production	5
5.	Number of surveillance inspections where licensee reported no stock	55
6.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done in last 2 years	34
7.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done and no market or factory samples drawn in last 2 years	100
8.	Number of Surveillance Inspections for PDW/PNMW done in units which have not been inspected for last 1 year	NA
9.	Total Number of Surveillance Inspections done	271

b. Break up of samples drawn

S.No.	Type of sample	Total Number of samples drawn	No of samples drawn for licences where no sample (FS/M S) has been drawn for last 2 years	Number of samples drawn for mandatory products other than PDW/PNMW	Number of samples drawn for PDW/PNMW	Number of samples sent to BIS labs	Number of samples sent to BIS recognized outside labs	No of customer feedbacks considered as market sample	Number samples pending for testing beyond reasonable time
1	Factory Samples	211	34	101	NA	206	5	Nil	30
2	Market Samples (excluding hallmarking samples)	71	10	40	NA	61	10	NA	Nil
3	Applicant Samples	08	-	-	-	-	-	-	1
	Total	290	44	141	NA	267	15	Nil	31

c. Application/licence related information

S.No.	Item	Actual figure for BO
1.	Number of licences under mandatory certification other than PDW/PNMW	646
2.	Number of licences of PDW/PNMW	NA
3.	Total Number of licences	1362(646-mandatory)

d. Lot Inspection-NA

Sl. NO.	Type of Unit	Number of manufacturing units	Average number of days mandays spent per week for lot inspection
1	LPG cylinders		
2	LPG regulators		
3	LPG valves		

e. Manpower utilization for inspections/audits/CAD/Training/raid/licensee meet/market sample drawal

Sl No (1)	Name of the Officer (2)	Mandays available excluding leave taken by officer* (3)	Days spent for preliminary / special inspection (4)	Days spent for surveillance inspection (5)	Days spent on Lot inspection (6)	Days spent on CAD/Trg/Audit/raids Licensee Meet (7)	Days spent on market sample drawal (including Hallmarking) (8)	% utilization of mandays (9) [col(4)+col(5)+col(6)+col(7)+col(8)]x 100 col(3)
	Manju Gupta	31	00	10	NA	09	01	64
	Ramesh K	24	04	13	NA	00	01	75
	Md Tausif	31	01	13	NA	05	02	68
	Sudhanshu Rai	29	03	20	NA	00	03	90
	Avik Datta	19	00	07	NA	02	01	53
	Md Israfil	30	08	10	NA	00	02	67
	Aveek Dutta	27	01	15	NA	05	00	78
	K Harshwardhan	23	00	10	NA	08	00	78
Total		214	17	98	NA	29	10	72

\*Note- Market samples drawn during the visit of surveillance and other visits.

S.No.	Discipline	Number of officers
1.	Electrical	3
2.	Mechanical	3
3.	Electronics	1
4.	Physics	1

Subject: **Data for ROs/BOs Meeting - 22 Feb 2018 for FRBO - Updated**

Date: 19/02/18 12:45

To: DDG Central <ddgc@bis.gov.in>

From: Faridabad Branch Office Haryana <frbo@bis.gov.in>

Cc: Faridabad Branch Office Haryana <frbo@bis.gov.in>

 FRBO\_Data\_Till\_31012018.docx (25kB)

Dear Sir ,

Please find attached data pertaining to FRBO in the prescribed format.

In addition, action taken w.r.t the following points is as follows:

- i) Submission of product manuals by 7 Feb 2018 – **Submitted**
- ii) Review of MCR by DDGRs – **NA**
- iii) Status of pending marking fee inputs and IS implementation – **NA**
- iv) Status of implementation of amendment for mandatory products – **Action taken as and when required**
- v) Details of meetings between DDGRs and Lab heads i.e. dates of the meetings – **NA**
- vi) Inputs to be provided for process reengineering of grant of licence time norms – **time norms for Simplified Procedure to be increased in case of discrepancies observed in application/inspection**
- vii) Inputs for empanelling agencies for MS drawal in remote locations – **may be done at RO level**
- viii) Status of discreet investigation of expired/cancelled licences in coordination with FSSAI – **Decision may be taken at appropriate level**
- ix) Status of appointment of young professionals/interns/apprentices – **NA**

Thanks&Regards,  
S.K.Verma  
Sc.E &Head (FRBO)

-----  
**CENTRAL MARKS DEPARTMENT-2**  
**Bureau of Indian Standards**  
**9, Bahadur Shah Zafar Marg**  
**NEW DELHI - 110002.**  
**Ph: (011) 23230792/23215940.**

**FORMAT FOR PROVIDING INFORMATION RELATED TO ACHIEVEMENT OF TARGETS  
FOR PRODUCT CERTIFICATION DURING REVIEW OF PERFORMANCE IN ROS/BOS  
MEETING**

**Name of the BO: FRBO**

**Period under review: Up to 31 Jan 2018**

**1. ACHIEVEMENT OF TARGETS FOR PRODUCT CERTIFICATION**

Sl. No.	Item	Targets pending as on 25 Nov 2017	Target in numbers proposed to be achieved by the end of Jan 2018	Achievement of the targets in numbers up to Jan 2018	Achievement of the targets for December 2017 in percent
1.	Grant of Licence	26	13	42	323 %
2.	Surveillance Inspections	467	233	141	61%
3.	Market Samples	267	133	147	110%
4.	All India First licence	0	–	–	–
5.	Pending applications (i.e. Number of applications received as on 31 Jan 2018)	63	31	30	97%
6.	Licences of mandatory products for which no Surveillance Inspections has been carried out for more than 2 years	24	12	17	141%
7.	Licences of mandatory products for which no market sample has been drawn for 2 years	32	16	10	63%
8.	PDW Licences for which no surveillance inspection has been carried for more than 1 year	35	17	29	170%
9.	Licences for which no surveillance Inspection has been carried out, and no market sample or factory sample has been drawn for more than 2 years.	72	36	30	83%

**2. Additional information required**

a. Break up of surveillance inspections done from 14 Dec 2017 to 31 Jan 2018

Sl. No.	Item	Actual figure for BO
1.	Number of surveillance inspections where performance was assessed as satisfactory	137
2.	Number of surveillance inspections where performance was assessed as unsatisfactory	04
3.	Total number of units visited for surveillance inspections (as one unit may have more than one licence)	74
4.	Number of surveillance inspections where licensee reported no production	15
5.	Number of surveillance inspections where licensee reported no stock	61
6.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done in last 2 years	7
7.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done and no market or factory samples drawn in last 2 years	2
8.	Number of Surveillance Inspections for PDW/PNMW done in units which have not been inspected for last 1 year	24
9.	Total Number of Surveillance Inspections done	141

Break up of samples drawn (Cumulative figure for 14 Dec 2017 to 31 Jan 2018)

S.No.	Type of sample	Total Number of samples drawn	No of samples drawn for licences where no sample (FS/M S) has been drawn for last 2 years	Number of samples drawn for mandatory products other than PDW/PNMW	Number of samples drawn for PDW/PNMW	Number of samples sent to BIS labs	Number of samples sent to BIS recognized outside labs	No of customer feedbacks considered as market sample	Number samples pending for testing beyond reasonable time
1	Factory Samples	65	15	22	22	41	24	0	0
2	Market Samples (excluding hallmarking samples)	147	7	13	33	104	43	0	0
3	Applicant Samples	61	–	–	13	47	14	0	0
	Total	273	22	35	68	192	81	0	0

b. Application/licence related information

S.No.	Item	Actual figure for BO
1.	Number of licences under mandatory certification other than PDW/PNMW	108
2.	Number of licences of PDW/PNMW	65
3.	Total Number of licences	173

c. Lot Inspection

Sl. NO.	Type of Unit	Number of manufacturing units	Average number of days mandays spent per week for lot inspection
1	LPG cylinders	7	4.3
2	LPG regulators	7	4.6
3	LPG valves	5	2.7
4	Other cylinders (please specify)	a) CNG Cylinders (IS 15490) No. of Units – 2 b) Industrial/Multifunctional valve No. of Units – 5	3

d. Manpower utilization for inspections/audits/CAD/Training/raid/licensee meet/market sample drawal (between 14 Dec 2017 to 31 Jan 2018)

Sl No (1)	Name of the Officer (2)	Mandays available from 14 Dec 2017 to 31 Jan 2018 excluding leave taken by officer* (3)	Days spent for preliminary / special inspection (4)	Days spent for surveillance inspection (5)	Days spent on Lot inspection (6)	Days spent on CAD/Trg/Audit/raids Licensee Meet (7)	Days spent on market sample drawal (including Hallmarking) (8)	% utilization of mandays (9) [col(4)+col(5)+col(6)+col(7)+col(8)]x 100 / col(3)
	JK	35	6	14	10	—	1	89 %
	AKP	36	3	16	9	—	1	81 %
	AJS	33	16	8	5	—	1	91 %
	TKH	40	12	03	15	4	—	85 %
	WA	37	3	17	11	—	1	87 %
Total		181	40	58	50	4	4	86 %

\*Note- Mandays available may include Saturdays utilized as working days, if any

PI also fill table below:

Number of officers discipline wise

S.No.	Discipline	Number of officers
	Computer	1
	Chemistry	1
	Mechanical	1
	Electrical	2




Subject: **Fwd: [Bos-bis] Performance record of GZBO for RO-BO meeting**

To: ddgc <ddgc@bis.org.in>

Date: 19/02/18 14:37

From: Ghaziabad Branch Office Uttar Pradesh <gzbo@bis.gov.in>

 Revised performance\_GZBO.doc (93kB)

Dear Sir,

Please ignore the earlier data regarding the subject cited above.

The desired information is attached herewith.

Further to this, GZBO offers following comments:

1. Video conferencing facility at GZBO has been installed.
2. Regarding time norms on grant of licence, GZBO proposes that GOL process under simplified procedure may be extended to all products including PDW & Cement. GOL under normal procedure may be considered only for LPG cylinders/Valves/regulators (due to CCOE joint inspection) and where testing facilities are not available in labs.
3. GZBO has already submitted 10 product manuals to DDGC.
4. revised marking fees/ amendments has been implemented as per norms.

Regards,  
Sunjay kumar  
HGZBO

----- Original Message -----

From: "**M.V.S.D. Prasada Rao**" <scgc@bis.gov.in>

Date: Feb 16, 2018 5:18:37 PM

Subject: [Bos-bis] Regarding ROs BOs meeting to be held on 22 Feb 2018

To: ddgn@bis.gov.in, ddgc@bis.gov.in, ddge@bis.gov.in, ddgw@bis.gov.in, ddgs@bis.gov.in

Cc: dg@bis.gov.in, its@bis.gov.in, ros-bis@ismgr.nic.in, cmd2@bis.gov.in, bos-bis@ismgr.nic.in

Sirs

Please consider attached note from DDG (Certification).

Regards,

PS to DDG (Certification)

--  
M.V.S.D. Prasada Rao  
DDG(Certification)  
Bureau of Indian Standards  
9 Bahadur Shah Zafar Marg  
New Delhi - 110002  
Tel: 011-23231120  
E-mail: scgc@bis.gov.in

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BIS reserves the right not to respond to unsolicited mails. We encourage correspondence through email. Preserve papers, preserve environment

**FORMAT FOR PROVIDING INFORMATION RELATED TO ACHIEVEMENT OF TARGETS  
FOR PRODUCT CERTIFICATION DURING REVIEW OF PERFORMANCE IN ROS/BOS  
MEETING**

**Name of the BO: GZBO**

**Period under review: Up to 31 Jan 2018**

**1. ACHIEVEMENT OF TARGETS FOR PRODUCT CERTIFICATION**

Sl. No.	Item	Targets pending as on 25 Nov 2017	Target in numbers proposed to be achieved by the end of Jan 2018 (45%)	Achievement of the targets in numbers up to Jan 2018	Achievement of the targets for Jan 2018 in percent
1.	Grant of Licence	115	52	19	36
2.	Surveillance Inspections	455	205	150	73
3.	Market Samples	253	114	160	140
4.	All India First licence	0	0	4 Licence already granted	
5.	Pending applications	45	20	15	75
6.	Licences of mandatory products for which no Surveillance Inspections has been carried out for more than 2 years	19	9	8	89
7.	Licences of mandatory products for which no market sample has been drawn for 2 years	142	64	12	19
8.	PDW Licences for which no surveillance inspection has been carried for more than 1 year	39	18	9	50
9.	Licences for which no surveillance Inspection has been carried out, and no market sample or factory sample has been drawn for more than 2 years.	111	50	49	98

**2. Additional information required**

a. Break up of surveillance inspections

Sl. No.	Item	Actual figure for BO
1.	Number of surveillance inspections where performance was assessed as satisfactory	141
2.	Number of surveillance inspections where performance was assessed as unsatisfactory	9
3.	Total number of units visited for surveillance inspections (as one unit may have more than one licence)	78
4.	Number of surveillance inspections where licensee reported no production	13
5.	Number of surveillance inspections where licensee reported no stock	27
6.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done in last 2 years	8
7.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done and no market or factory samples drawn in last 2 years	7
8.	Number of Surveillance Inspections for PDW/PNMW done in units which have not been inspected for last 1 year	9
9.	Total Number of Surveillance Inspections done	150

Break up of samples drawn

S.No.	Type of sample	Total Number of samples drawn	No of samples drawn for licences where no sample (FS/M S) has been drawn for last 2 years	Number of samples drawn for mandatory products other than PDW/PNMW	Number of samples drawn for PDW/PNMW	Number of samples sent to BIS labs	Number of samples sent to BIS recognized outside labs	No of customer feedbacks considered as market sample	Number samples pending for testing beyond reasonable time
1	Factory Samples	115	21	34	25	95	20	0	0
2	Market Samples (excluding hallmarking samples)	160	28	40	19	144	16	0	0
3	Applicant Samples	45	0	9	14	28	17	0	0
	Total	320	49	83	58	267	53	0	0

b. Application/licence related information

S.No.	Item	Actual figure for BO
1.	Number of licences under mandatory certification other than PDW/PNMW	349
2.	Number of licences of PDW/PNMW	97
3.	Total Number of licences	446

c. Lot Inspection

Sl. NO.	Type of Unit	Number of manufacturing units	Average number of days mandays spent per week for lot inspection
1	LPG cylinders	20	18
2	LPG regulators	22	5
3	LPG valves	5	3
4	Other cylinders (please specify)	7 (Hot repair as per IS 13258)	2

PI also fill table below:

Number of officers discipline wise

S.No.	Discipline	Number of officers
1	Mechanical	6
2	Metallurgy	2
3	Electrical	2
4	Chemical	1

Subject: Re: Fwd: [Bos-bis] Performance record of GZBO for RO-BO meeting  
To: dddg <dddg@bis.org.in>

Date: 19/02/18 16:43  
From: Ghaziabad Branch Office Uttar Pradesh <gzbo@bis.gov.in>

Dear Sir

In continuation to discussion held by HGZBO the Manpower utilization for inspections/audits/CAD/Training/raid/license meet/market sample drawal (between 14 Dec 2017 to 31 Jan 2018) is given below

Name of the Officer (2)	Mandays available from 14 Dec 2017 to 31 Jan 2018 excluding leave taken by officer* (3)	Days spent for preliminary/special inspection (4)	Days spent for surveillance inspection (5)	Days spent on Lot inspection (6)	Days spent on CAD/Tg/Audit/raids License Meet (7)	Days spent on market sample drawal (including Hallmarking) (8)	% utilization of mandays (9) [col(4)+col(5)+col(6)+col(7)+col(8)]/col(3)
Shri Ram Singh, Sc-C	31	2	3	11	4-FM/CID	2	71
Shri Parasu Ram, Sc-C	36	4	6	14	0	1	72
Shri Vishant Rawat, Sc-C	38	8	4	17	1-Raid	1	81
Shri Ramakanth Sagar, Sc-C	27	0	5	18	1-Raid	1	90
Ms. Ankita Vidhyarthi, Sc-B	31	0	6	13	0	2	68
Shri Rahul Vishwakarma, Sc-B	31	3	5	15	0	1	77
Ms Kanchan Oraon, Sc-B	29	1	8	12	0	1	72
Shri Nishant Parasar, Sc-B	37	2	8	20	0	1	84
Shri JS Kavin Keerthy Vinayagam, Sc-B	33	2	6	15	2- NITS	1	79
Shri Phalendra Kumar, Sc-B	33	2	8	15	0	1	79
Shri Satyabrata Bisoi, Sc-B	38	0	3	23	1-Raid	1	74
Total= 11	364	24	60	173	9	12	76

Regards

Ramakanth sagar, M  
Sc-C

On 02/19/18 02:38 PM, "Ghaziabad Branch Office Uttar Pradesh" <gzbo@bis.gov.in> wrote:

Dear Sir,

Please ignore the earlier data regarding the subject cited above.

The desired information is attached herewith.

Further to this, GZBO offers following comments:

1. Video conferencing facility at GZBO has been installed.
2. Regarding time norms on grant of licence, GZBO proposes that GOL process under simplified procedure may be extended to all products including PDW & Cement. GOL under normal procedure may be considered only for LPG cylinders/Valves/regulators (due to CCOE joint inspection) and where testing facilities are not available in labs.
3. GZBO has already submitted 10 product manuals to DDGC.
4. revised marking fees/ amendments has been implemented as per norms.

Regards,

Sunjay kumar

HGZBO

----- Original Message -----

From: "M.V.S.D. Prasada Rao" <scgpc@bis.gov.in>

Date: Feb 16, 2018 5:18:37 PM

Subject: [Bos-bis] Regarding ROS BOS meeting to be held on 22 Feb 2018

To: ddgn@bis.gov.in, ddgc@bis.gov.in, ddge@bis.gov.in, ddgw@bis.gov.in, ddgs@bis.gov.in

Cc: dg@bis.gov.in, its@bis.gov.in, ros-bis@smgr.nic.in, cmd2@bis.gov.in, bos-bis@smgr.nic.in

Sirs

Please consider attached note from DDG (Certification).

Regards,

PS to DDG (Certification)

M.V.S.D. Prasada Rao

DDG(Certification)

Bureau of Indian Standards

9 Bahadur Shah Zafar Marg

New Delhi - 110002

Tel: 011-23231120

mail: scgpc@bis.gov.in

Subject: **Action points discussed during the last meeting on 24.01.2018**  
To: ddgc <ddgc@bis.org.in>

Date: 20/02/18 10:26  
From: "BIS, Jaipur" <jpbo@bis.gov.in>

Sir,

The details of action points discussed during the last meeting on 24.01.2018:

- i) Submission of product manuals by 7 Feb 2018: There are 10 Product manuals assigned to JPBO which are prepared and all sent to CMD1/DDGC as on date.
- ii) Review of MCR by DDGRs : N.A
- iii) Status of pending marking fee inputs and IS implementation: Action already taken.
- iv) Status of implementation of amendment for mandatory products: No action is pending
- v) Details of meetings between DDGRs and Lab heads i.e. dates of the meetings: N.A
- vi) Inputs to be provided for process reengineering of grant of licence time norms: Time norms for simplified procedure may be reviewed considering the available manpower with BOs. Time norms may be 45 days for simplified procedure.
- vii) Inputs for empaneling agencies for MS drawal in remote locations: Agencies may be empaneled for remote locations
- viii) Status of discreet investigation of expired/cancelled licences in coordination with FSSAI: Very few such investigations are done due to shortage of manpower.
- ix) Status of appointment of young professionals/interns/apprentices: N.A

Regards

BIS, Jaipur

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यदि आवश्यक नहीं हो तो कृपया इस परिपत्र को मुद्रित नहीं करे – पर्यावरण संरक्षण में अपना योगदान दें ।  
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## Achievement of targets for Product Certification by BO

Name of BO : JPBO

Date: 17.02.2018

Period under review : Up to 31 Jan 2018

Item	Targets pending as on 25 Nov 2017	Target in number proposed to be achieved by end of Jan 2018	Achievement of Target in numbers up to Jan 2018	Achievement OF Target for Jan 2018 in percentage
Grant of Licence	106	53	29	55%
Surveillance Inspections	640	192	108	56%
Market Samples	267	133	196	147%
All India First licence	1			0
Pending applications	81		94	
Licences of mandatory products for which no Surveillance Inspections has been carried out for more than 2 years	198	99	64	65%
Licences of mandatory products for which no market sample has been drawn for 2 years	169	84	45	54%
PDW Licences for which no surveillance inspection has been carried for more than 1 year	106	53	16	30%
Licences for which no surveillance Inspection has been carried out, and no market sample or factory sample has been drawn for more than 2 years.	160	80	97	121%

a. Break up of surveillance inspections

Sl. No.	Item	Actual figure for BO
1.	Number of surveillance inspections where performance was assessed as satisfactory	85
2.	Number of surveillance inspections where performance was assessed as unsatisfactory	23
3.	Total number of units visited for surveillance inspections (as one unit may have more than one licence)	68
4.	Number of surveillance inspections where licensee reported no production	7
5.	Number of surveillance inspections where licensee reported no stock	19
6.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done in last 2 years	29
7.	Number of Surveillance Inspections for mandatory products other than PDW/PNMW done in units where no surveillance inspection has been done and no market or factory samples drawn in last 2 years	46
8.	Number of Surveillance Inspections for PDW/PNMW done in units which have not been inspected for last 1 year	16
9.	Total Number of Surveillance Inspections done	108

b. Break up of samples drawn (Cumulative figure for 01 Dec 2017 to 31 Jan 2018)

S.No.	Type of sample	Total Number of samples drawn	No of samples drawn for licences where no sample (FS/MS) has been drawn for last 2 years	Number of samples drawn for mandatory products other than PDW/PNMW	Number of samples drawn for PDW/PNMW	Number of samples sent to BIS labs	Number of samples sent to BIS recognized outside labs	No of customer feedbacks considered as market sample	Number samples pending for testing beyond reasonable time
1	Factory Samples	79	33	41	15	63	16	--	--
2	Market Samples (excluding hallmarking samples)	196	45	49	54	183	13	--	--
3	Applicant Samples	35	--	2	9	28	7	--	1
	Total	310	78	92	78	274	36		1

c. Application/licence related information

S.No.	Item	Actual figure for BO
1.	Number of licences under mandatory certification other than PDW/PNMW	353
2.	Number of licences of PDW/PNMW	138
3.	Total Number of licences	1818

d. Lot Inspection

Sl. NO.	Type of Unit	Number of manufacturing units	Average number of mandays spent per week for lot inspection
1	LPG cylinders	6	6
2	LPG regulators	1	0
3	LPG valves	3	2
4	Other cylinders (please specify)	5	0

**MANPOWER UTILIZATION OF BO FOR INSPECTION/AUDIT/RAIDS**

**from 14 Dec 2017 to 31 Jan 2018**

Sl No (1)	Name of the Officer (2)	# Mandays available from 14 Dec 2017 to 31 Jan 2018 excluding leave taken by officer (3) (including Saturdays)	Days spent for preliminar y / special inspection (4)	Days spent for surveillanc e inspection (5)	Days spent for Lot inspection (6)	Days spent on CAD/Trg/Audit/ raids Licensee Meet (7)	Days spent on market sample (including Hallmarking (8)	%utilization of mandays (9) [col(4)+Col(5)+col(6)+col(7)+col(8)x100/col(3)
1	Kanika Kalia, Sc D *	30	3	4	6	4	2	63.3
2	Dushyant Prajapati, Sc C	39	1	10	7	2	5	64.1
3	R B Srivastava, Sc C	39	5	8	6	1	2	56.4
4	Shiv Prakash, Sc C	40	4	10	2	3	5	60.0
5	Mukandhan Raghunatha, Sc C	33	3	10	2	2	2	57.6
6	Pradeep Singh Shekhawat, Sc C	28	3	7	3	1	1	53.6
7	Poonam Choudhary, Sc B	32	2	8	6	1	4	65.6
8	M Issac Ginlaidin, Sc B	23	1	6	6	3	2	78.3
	<b>Total</b>	<b>264</b>	<b>22</b>	<b>63</b>	<b>38</b>	<b>17</b>	<b>23</b>	<b>62.4</b>

Note: The officers also attended file work including renewal of licence, inclusion cases , application scrutiny, red forms etc.

**Number of officers discipline wise:**

S.No.	Discipline	Number of officers
1	Electrical	1
2	Civil	3
3	Chemical	1
4	Mechanical	1
5	Metallurgy	2

Excluding Head (JPBO)

**Annex.-6**

The status of preparation of product manuals as on 19 Feb 2018 (FN) is given below:

RO	BO	No. of product manuals allotted	No. of product manuals received through DDGR	Referred back to concerned BO/DDGR	Pending as on date
CRO	BPBO	4	IS 14268, IS 14151, IS 9968	IS 14268, IS 14151, IS 9968 on 16 Feb 2018	4
	GZBO	10	0		10
	FRBO	7	IS 9573, IS 12406, IS 7142, IS 15884, IS 15100, IS 15111 (part 1 and 2), IS 15477	IS 7142 and IS 15100 on 09 Feb 2018	2
	JPBO	10	IS 1180, IS 14333, IS 15328, IS 13592, IS 432 (pt 2), IS 12232 (pt 1), IS 8794	IS 15328 on 09 Feb 2018	4
	DLBO-I	17	IS 4151, IS 302:2:201, IS 368		14
	DLBO-II	15	0		15
NRO	LKBO	11	0		11
	HPBO	7	0		7
	DHBO	9	0		9
	HRBO	13	0		13
	CHBO-I	13	0		13
	CHBO- II	7	0		7
	JKBO	3	0		3
ERO	Secretariat	5	0		5
	PTBO	7	0		7
	BHBO	7	0		7
	GHBO	4	0		4
	KKBO	17	0		17
	RPBO	7	0		7
	JDBO	4	0		4
	DPBO	6	0		6
SRO	BNBO	12	IS 12933(Pt.1), IS2553(Pt.2),IS 2645,IS 2347,IS 13487,1660(Pt.1), IS 12786, IS 13488, IS 12823, IS 3196 (Pt.2), IS 14300	IS 12933(Pt.1), IS 13487, IS 12823 on 12 Feb 2018. IS 14300 on 13 Feb 2018	5
	HYBO	18	1. IS 4984 2. IS 11673 3. IS 14697 4. IS 7933 5. IS 10212 6. IS 651	IS 10212 IS 14899 IS 13258 On 16 Feb 2018	7

RO	BO	No. of product manuals allotted	No. of product manuals received through DDGR	Referred back to concerned BO/DDGR	Pending as on date
			7. IS 14650 8. IS 14899 9. IS 10617 10. IS 13258 11. IS 2993 12. IS 8229 13. IS 8249 14. IS 15155		
	<b>CTBO</b>	4	IS 8472, IS 9079, IS 9283, IS 12225	----	0
	<b>KOBO</b>	6	IS 261, IS 5430, IS 13422, IS 8042, IS 8391, IS 4985	IS 5430 on 12 Feb 2018. Corrected one received.	0
	<b>VZBO</b>	6	IS 3575, IS 7181, IS 12330, IS 8144		2
	<b>CNBO-I</b>	9	IS 7347, IS 269 IS 15636, IS 8041, IS 1783 (Pt.1), IS 1783 (Pt.2) IS 1489 (Pt.1), IS 814, IS 398 (Pt 4)		0
	<b>CNBO-II</b>	4	IS 11536, IS 5346, IS 14543, IS 7224	IS 5346, IS 14543 on 12 Feb 2018	2
<b>WRO</b>	<b>AHBO</b>	16	0		16
	<b>PNBO</b>	9	0		9
	<b>RJBO</b>	7	0		7
	<b>NGBO</b>	3	0		3
	<b>MUBO-I</b>	14	0		14
	<b>MUBO-II</b>	6	0		6
<b>HQ</b>	<b>FMCD</b>	1	IS 6452		0

**Marking Fee inputs status Annex.-7**

<b>Sl.No</b>	<b>RO/BO</b>	<b>No of IS for which MF inputs pending</b>
<b>NRO</b>		
1	CHBO-1	
2	CHBO-2	
3	DHBO	
4	HRBO	
5	LKBO	
6	HPBO	
7	JKBO	
<b>SRO</b>		
8	BNBO	14807:2000
9	CTBO	
10	CNBO-1	
11	CNBO-2	
12	HYBO	
13	KOBO	
14	VZBO	
<b>WRO</b>		
15	PNBO	
16	NGBO	
17	RJBO	797:1982
18	MUBO-1	1697:1994, 6406:1994
19	MUBO-2	
20	AHBO	
<b>CRO</b>		
21	BPBO	
22	DLBO-1	
23	DLBO-2	
24	FRBO	
25	GZBO	
26	JPBO	774:2004
<b>ERO</b>		
27	BHBO	3502:2009
28	DPBO	
29	GHBO	
30	JDBO	
31	KKBO	1321(Pt.1):2003
32	PTBO	
33	RPBO	539:1974



**Data regarding FSSAI licences - Annex -8**

<b>Sl.No.</b>	<b>RO/BO</b>	<b>Total Licences for IS 14543 as on date</b>	<b>Number of licence for which Data has been Received till date</b>	<b>Number of licence for which Data has NOT been Received till date</b>
<b>NRO</b>				
1.	CHBO-II	63	50	13
2.	DHBO	25	25	-
3.	HRBO	63	20	43
4.	LKBO	195	45	150
5.	HPBO	12	08	04
6.	JKBO	30	12	18
7.	CHBO-I	N/A	N/A	N/A
<b>SRO</b>				
8.	BNBO	711	54	657
9.	CTBO	151	151	-
10.	CNBO-I	N/A	N/A	N/A
11.	CNBO-II	1291	583	708
12.	HYBO	115	60	55
13.	KOBO	150	150	-
14.	VZBO	191	79	112
<b>WRO</b>				
15.	PNBO	444	143	301
16.	NGBO	121	56	65
17.	RJBO	79	17	62
18.	MUBO-I	379	139	240
19.	AHBO	344	27	317
20.	MUBO-II	N/A	N/A	N/A
<b>CRO</b>				
21.	BPBO	191	61	130
22.	DLBO-I	57	27	30

### **Data regarding FSSAI licences - Annex -8**

23.	DLBO-II	N/A	N/A	N/A
24.	FRBO	58	21	37
25.	GZBO	99	33	66
26.	JPBO	145	59	86
<b>ERO</b>				
27.	BHBO	179	31	148
28.	DPBO	52	25	27
29.	GHBO	171	26	145
30.	JDBO	51	28	23
31.	KKBO	131	73	58
32.	PTBO	74	12	62
33.	RPBO	108	16	92

**Annex 9 - MCR status**

<b>Sl. No</b>	<b>RO/BO</b>	<b>MCR complete/accurate (Yes/No)</b>	<b>MCR through DDGR (Yes/No)</b>
<b>NRO</b>			
1	CHBO-1	NO	YES
2	CHBO-2	NO	YES
3	DHBO	NO	YES
4	HRBO	NO	YES
5	LKBO	YES	YES
6	HPBO	NO	YES
7	JKBO	YES	YES
<b>SRO</b>			
8	BNBO	NO	YES
9	CTBO	NO	YES
10	CNBO-1	NO	YES
11	CNBO-2	YES	YES
12	HYBO	NO	YES
13	KOBO	NO	YES
14	VZBO	YES	YES
<b>WRO</b>			
15	PNBO	YES	NO
16	NGBO	YES	YES
17	RJBO	NO	YES
18	MUBO-1	NO	YES
19	MUBO-2	NO	YES
20	AHBO	YES	YES
<b>CRO</b>			
21	BPBO	YES	NO
22	DLBO-1	YES	NO
23	DLBO-2	YES	NO
24	FRBO	NO	NO
25	GZBO	NO	NO
26	JPBO		NO
<b>ERO</b>			
27	BHBO	YES	NO
28	DPBO	NO	NO
29	GHBO	NO	NO
30	JDBO	NO	NO
31	KKBO	NO	NO
32	PTBO	NO	NO
33	RPBO	NO	NO